

Better value, delivered.



Secondary School Furniture Planning Guide



Find out more...

www.

ypo.co.uk/furniture

Bringing learning environments to life

Whether you're in charge of furnishing an entire school transformation or looking at refreshing a room or two, it can be difficult to know where to start. This booklet has been designed to give a little guidance and inspiration to help kick start your project.

We offer a one-stop solution for your project, providing you with years of expertise within our furniture design team to tailor a service to your school's requirements. We take a pragmatic approach to projects, but are still passionate about bringing projects to life as our recent case study on page 4 illustrates.

We've provided some example layouts for classrooms to support teaching within a specific learning environment, a range of communal areas and office spaces, as well as details of the products you'd need to complete the space, and an estimated cost for the installation. Hopefully this will make the task of planning your space and choosing the right furniture a little less daunting.

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One-stop solution from YPO

If you're ready to take the next step, arrange a **FREE** consultation with our experienced team to discuss your school's requirements. Our complete furniture and design service will help you create environments that are tailored to your unique needs.

We'll completely design, and project manage the transformation of your school. This includes managing deliveries and providing an installation team to off-load deliveries and place into position. We also offer full after-sales advice and support.

How can we help?

- Consultancy and progress meetings throughout the project
 - Quotation and design proposals including 2D and 3D
 - Programme of works and project management
- Supplier management and delivery co-ordination
 - On-site presence and progress checking
 - Independent snagging of furniture and attending handover meetings

For a **FREE** consultation call **01924 834 886** or email **designenquiries@ypo.co.uk**

▶

Transforming ideas into reality

View our YPO Furniture Services for Schools video as one of our project managers talks through the simple process.

Visit: ypo.co.uk/secondaryschool



Or use the camera on your mobile device and scan above.

Deanery Academy

- State of the art facilities for 1,470 students brought to life and on budget

The Deanery Academy was a £25 million new build and the newest member of the Diocese of Bristol Academies Trust which was built by BAM Construction starting August 2017 for opening September 2019.

YPO was selected after numerous consultation meetings with the client to show our commitment and passion to work as part of the FFE (furniture, fixtures, and equipment) team on this flagship scheme which included demonstrating our ability to design, specify, work within budgets, demonstrate cost savings, coordinate, project manage and deliver a scheme of this size.

Our service included, listening to the client's ideas and understanding their vision, preparing mood boards with fabrics and colours, producing building information modelling (BIM) drawings and data sheets, 3D visuals (see opposite examples) and walkthroughs, virtual reality (VR), cost schedules with room breakdowns, onsite project management with deliveries including installation teams to place furniture in position and remove packaging.

Due to our vast array of compliant frameworks, we were able provide everything required for a brand new academy on one order, making the whole process stress free.

The end result is a truly stunning state of the art academy furnished to a high specification, completed on time and within budget.



3D View the project's 3D visuals in your hand
Library: Use the camera on your mobile device to scan »



3D View the project's 3D visuals in your hand
Sixth form dining area:
Use the camera on your mobile device to scan »

What our customers say...

Transforming a staffroom into a new science lab at Eskdale School

"Working with YPO gave us security for this first project, we have many more rooms to re-develop, including another science lab, so we'll be continuing to work with YPO to help make the changes. They made it so easy and we had the assurance that we were working with people who knew what they were doing. They held our hand throughout, were always on the end of a phone, and gave us good advice. They couldn't do enough, they were there to help."

Trevor Parker - Site Manager



Brand new school fit out at Aberdare Community School

"Working with YPO was a highly positive experience. Due to a tight timetable, the construction of the school had not finished before furniture had to be moved into the school. YPO was on-hand to assist with our project management from the start and helped us select a range of products to meet our design needs within the time frame to a very high standard."

Helen Evans - Corporate Estates



New sixth form centre unveiled at Meadowhead School Academy Trust

"We have had extensions and developments at Meadowhead in the past, but never anything on this scale. Our aim was to create a space that provided additional teaching rooms and social spaces but was also conducive to private study. Equally we wanted a facility that would support student aspirations. As soon as we consulted with Alex Wainwright (YPO Project Manager) we were confident she fully understood what we required and knew how to deliver it." As the project progressed and we had to modify some aspects of the design layout, furniture and materials. YPO were always supportive and facilitated changes with care as the scheme developed. A productive working relationship with YPO kept the project moving forward with ease."

Matt Furniss - Deputy Business Manager



General Classroom

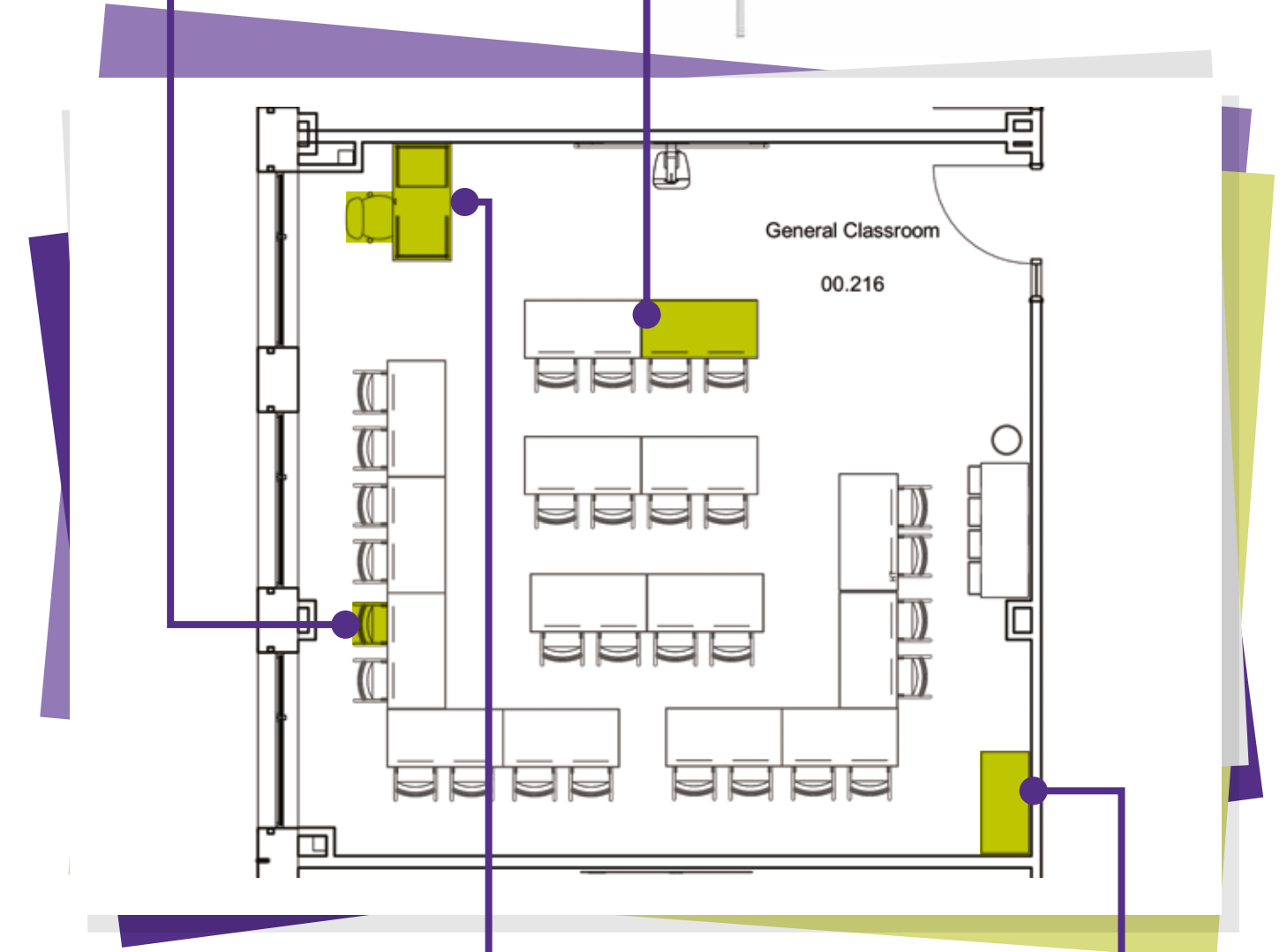
The layout of a classroom can have an impact on the way students learn. Each subject may require a different layout depending on how a subject is taught. Layouts include; a horseshoe shape, which is ideal for board work and speaking activities; chairs in a circle, which is great for games and group discussions; traditional rows allow for students to face the front and increased numbers; nested tables in groups are great for working in smaller groups and can be positioned so students can face the front.



Product type	Product required	Quantity	Notes
Seating	Student chair	30 x Size 5/6	
	Teacher's chair	1	
Tables	Student table	15	
	Teacher's desk	1	
Storage and accessories	Stock cupboard	1	
	Whiteboard	1	
	Noticeboard	2	
	Filing cabinet	1	

 **Estimated cost: £2,200**

 *Have you thought about - Smart Boards®?*




ICT Room

ICT rooms are becoming the digital hubs of a school. Social learning by designing spaces where students can connect and collaborate are essential to teaching. When thinking of planning the furniture, consideration should be made to how the teacher can move within the room enabling frequent interaction and ongoing assessment.



Product type	Product required	Quantity	Notes
Seating	Operator's chair	30	
	Teacher's chair	1	
Tables	Teacher's desk	1	
Storage and accessories	Bookcase	1	

 **Estimated cost: £2,900**

 *Have you thought about – computers, VR headsets?*




Science Lab

When thinking about laboratory furniture consideration should be made for the compatibility of the stool's feet with the flooring. Some safety flooring is abrasive and can damage the rubber feet of the stools, skid-based stools can alleviate this problem.

Mobile fume cupboards offer a cheaper and mobile alternative to fitted fume cupboards. The mobile units can move between labs and connect using flexi connections. The glass screens allow a full 360 degree viewing window.

Product type	Product required	Quantity	Notes
Seating	Student stool	30	
Tables	Science table	15	
Storage and accessories	Mobile fume cupboard	1	

 **Estimated cost: £6,700***
*Includes cost of mobile fume cupboard.

 *Have you thought about – hazardous cabinets and chemical store rooms?*




Food Technology

Consideration should be made for DDA accessible workstation. Points for consideration are the inclusion of height adjustable sinks, hobs and tables, all located near each other and ideally near the teacher. Access to an oven at a recommended height and layout design where all pupils feel included.

Product type	Product required	Quantity	Notes
Seating	Student stool	30	
	Teacher's chair	1	
Tables	Food table	15	
	Teacher's desk	1	

 **Estimated cost: £4,000**

 *Have you thought about – ovens, fridges, microwaves etc?*



We also offer specialist fitted furniture solutions. Go to page 18 for more details.




Art & Graphics

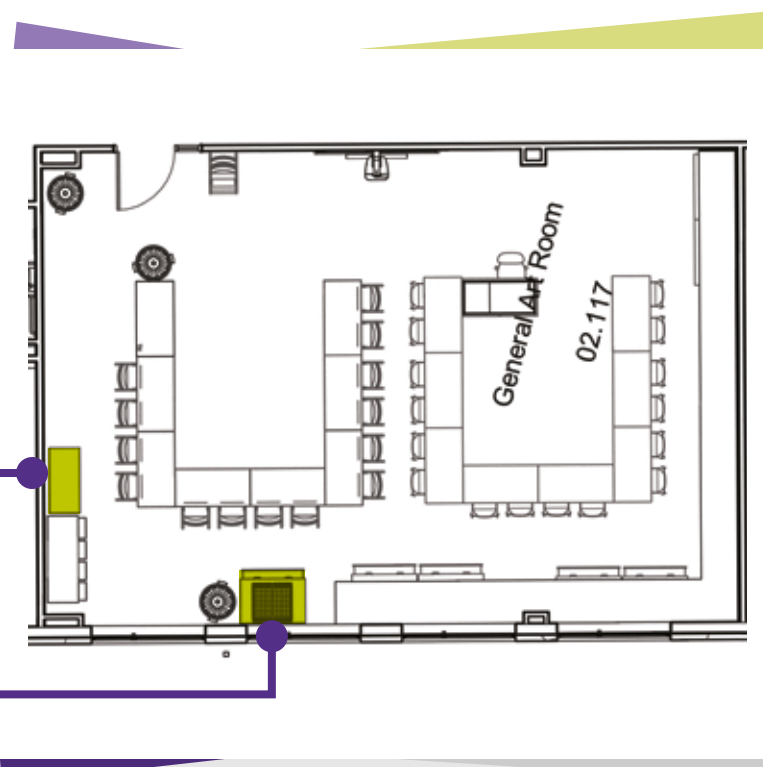
Storage is a key component to a good art and graphics classroom; storage for tools, materials, student portfolios are essential. Choosing neutral colours for furniture can enhance the colourful art displays on the walls, and the large tables can enable students to complete projects of all sizes.



Product type	Product required	Quantity	Notes
Seating	Student stool	30	
	Teacher's chair	1	
Tables	Art table	15	
	Teacher's desk	1	
Storage and accessories	A1 plan chest	2	
	Stock cupboard	2	

 **Estimated cost: £3,900**

 *Have you thought about bins, drying racks, and art supplies?*




Design Technology

Design technology classrooms cater for multi-purpose, practical and theoretical activities. Consideration should be made to safe working distances between machines and furniture. Machines and tools should be checked and regulated and, where necessary, extraction should be in good working condition.

Product type	Product required	Quantity	Notes
Seating	Craft bench	5	
	Student stool	30	
	Teacher's chair	1	
Tables	Teacher's desk	1	
	A1 plan chest	1	
Storage and accessories	Stock cupboard	2	

 **Estimated cost: £7,000**

 *Have you thought about bins, tools, machinery?*




Textiles

When thinking about textile classrooms, one thing to consider is the amount of equipment and materials that are used; whether it be sewing machines, rolls of fabric, ironing boards or mannequins. Clever storage is the key. Sewing machines can be locked away in small, under-counter, cupboards when not in use, and the worktops can become IT desks for laptops. Loose tables can be repositioned to allow for larger floorspace where necessary and mobile storage units help create a flexible workspace.

Product type	Product required	Quantity	Notes
Seating	Student's chair	30	
	Teacher's chair	1	
Tables	Craft table	15	
	Teacher's desk	1	
Storage and accessories	A1 plan chest	1	
	Stock cupboard	1	

 **Estimated cost: £3,300**

 *Have you thought about – sewing machines, ironing boards and irons?*



Learning Resource Centre

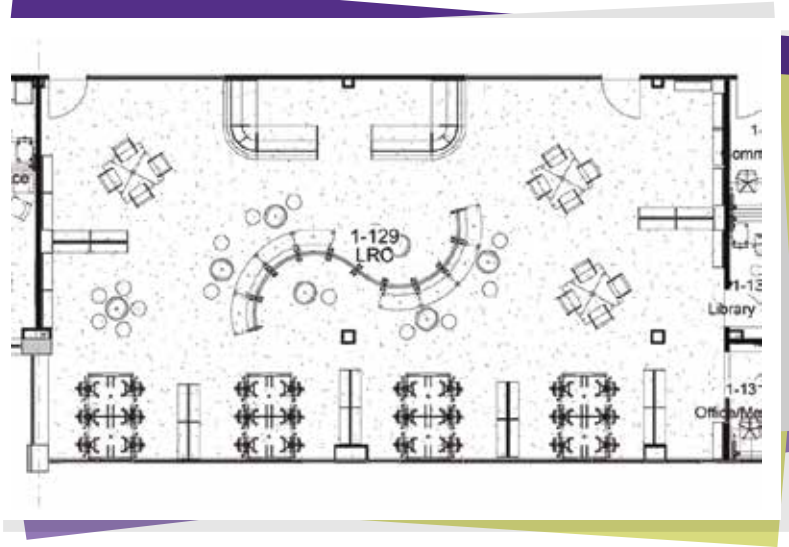
To create a space where pupils want to come and learn is a challenge in itself. Cleverly designed and innovative libraries can enable pupils to work in a learning environment where they feel inspired. Curved bookcases and contemporary breakout seating help create the look. Using elements of colour and materials can provide a more relaxed learning experience.



Product type	Product required	Quantity	Notes
Seating	Breakout seating	6	
	Chair	12	
	Study booth	4	
Tables	Work table	6	
Storage and accessories	Shelving unit	20	
	Book display	2	
	Library counter	1	

Estimated cost: £15,000

Have you thought about – computers, signage and booking out systems?



Dining Room

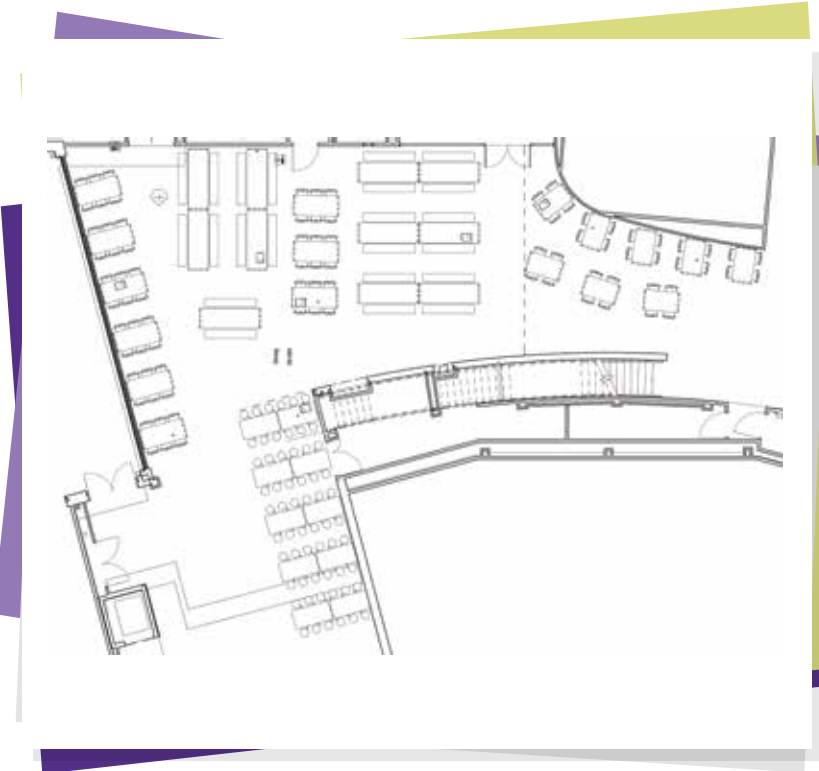
Dining rooms have a quick turn around of pupils and managing the vast volume of traffic can be difficult. However a dining room does not always need to be about the number of pupils, although this is a key issue, consideration could be made for an inclusive dining room, where pupils sit together and interact and no one is sat alone.



Product type	Product required	Quantity	Notes
Seating	Stool	18	
Tables	Table with benches	20	
	Poseur table	6	

Estimated cost: £16,000

Have you thought about – trays, recycling bins, outdoor seating?



Main Hall

Product type	Product required	Quantity	Notes
Seating	Chair	100	
Storage	Chair trolley	1	

 **Estimated cost:** £2,000

Meeting Room

Product type	Product required	Quantity	Notes
Seating	Chair	16	
Tables	Table	8	
Storage	Cupboard	1	

 **Estimated cost:** £2,500

Group Rooms/SEN

Product type	Product required	Quantity	Notes
Seating	Operator's chair	1	
	Chair	6	
	Upholstered stool	3	
Tables	Desk	1	
	Table	3	
Storage	Cupboard	1	

 **Estimated cost:** £900

Reception

A reception area is the first space visitors see and reflects the school as a whole. Points to consider are; comfortable seating, making sure at least one seat has arms for easier access; colours and fabrics that represent the school's brand; displays for awards, trophies and accreditations; ways to provide information for the visitors, i.e. noticeboards, Smart TV. If you're wanting to add a touch of décor, why not utilise students' artwork?



Product type	Product required	Quantity	Notes
Seating	Settee	2	
Tables	Coffee table	1	
Storage and accessories	Trophy display cabinet	1	

 **Estimated cost:** £1,500



Staffroom / Teachers Room

The way staffrooms are used varies from school to school. Whether it be a relaxed space for teachers or a study space away from the classroom, this area is often the place that teachers meet up and have an impromptu meeting or quick bite to eat. A good staffroom design incorporates an inclusive and welcoming layout with a mixture of comfy seating, areas for dining, study and meeting room facilities and the opportunity for social or quiet recess.



Product type	Product required	Quantity	Notes
Seating	Easy seat	20	
	Chair	8	
Tables	Coffee table	2	
	Worktable	4	
Storage and accessories	Pigeon hole unit	1	
	Locker	4	
	Stock cupboard	1	
	Bookcase	1	

 **Estimated cost: £3,800**



General Office

School offices are the central hub of a school, and can sometimes be the only space for photocopying, printing and data storage. Even with a focus on paperless data, paper and file storage is still required. When planning an office layout consideration should be made for radiators, windows, reception hatch, buttons to open school gates and doors, electrical trunking and plug sockets. Also, how to position a desk so visitors and students cannot see confidential information on computer screens.



Product type	Product required	Quantity	Notes
Seating	Chair	4	
	Meeting chair	4	
Tables	Desk	4	
	Meeting table	1	
Storage and accessories	Pedestal	4	
	Cupboard	2	
	Filing cabinet	2	
	Notice board	1	

 **Estimated cost: £2,500**

Head/Deputy Head Office

Product type	Product required	Quantity	Notes
Seating	Operator's chair	1	
	Chair	4	
Tables	L-shaped desk	1	
	Meeting table	1	
Storage and accessories	Pedestal	1	
	Stock cupboard	1	
	Filing cabinet	1	
	Noticeboard	1	

 **Estimated cost: £1,400**

Looking for a specified fitted product for those dedicated areas?

Our heavy duty fitted furniture specification was established using our knowledge of the industry combined with our customer's requirements. This furniture has been trialled and tested over the last 30 years, and we have worked closely with our expert fitting teams and designers to specify everything such as; safety hinges and piano hinges; high pressure laminate units and tops; moisture resistant plinths, ABS or Trespa lippings throughout; fully sealed panels for better hygiene. We pride ourselves on the quality of our furniture and workmanship which enables us to provide such good guarantees with little or no faults reported.

The areas we cover include:

- Laboratories
- Food technology rooms
- Art rooms
- Textiles
- Libraries
- Reception desks
- Design technology rooms
- ICT rooms
- Bespoke furniture
- Technology machinery
- Sports equipment

For a FREE consultation call **01924 834 886**
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Contact us

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 ypo.co.uk/furniture

