# Noise Management Plan

This document is written in line with the Sport England Artificial Grass Pitch (AGP) Acoustics Planning Implications Design Guidance Note 2015.

Mission Statement

The Sir Robert Woodard Academy agrees with the statement from Sport England that:

*"..Good facilities are fundamental to developing sporting opportunities for everyone…whether large or small [they] can encourage civic pride and assist the process of revitalising deprived neighbourhoods."*

The construction of an artificial grass pitch (AGP) and running track will provide the children and community of Lancing and Sompting with a valuable facility for outdoor community sports, such as football and rugby. The AGP will enhance the facilities at the academy, which already include Multi-Use Games Area for tennis and netball, fully equipped fitness suite with cardio and weight training facilities, and 900sqm Sports Hall with bleacher seating for 600.

The academy has very successful sports teams in basketball, football and cricket to name but a few, and the additional facilities will promote the sporting development and good health and wellbeing of over 1000 students every year.

Planning and Development

Through the planning and development stages of the AGP sited at The Sir Robert Woodard Academy, a number of noise mitigation solutions were adopted:

- Average 1.8m bunding to the eastern boundary; adding height to the existing mitigation measures; to block and mitigate low level visual and audible effects from the activities and users of the proposed sports pitch.
- Further 1.5m acoustic fence to the western rough grassland bund bordering the site boundary along the fringe of the existing sports field; to block and mitigate low level visual and audible effects from the activities and users of the proposed sports pitch.
- A selection of soft landscaping around the eastern, western and northern boundaries of the existing sports field; will act as further acoustic protection.
- An agreed reduction to the hours of use; from the proposed finish time of 10pm Monday to Saturday, to a revised finish time of 8.30pm, and 6.00pm on Sundays and Public Holidays.

Student Use

Students will have access to the AGP during timetabled lessons. These will be supervised by relevant, qualified staff, who will ensure that all safety and noise controls are followed.

It will be possible for students to access the AGP during break and lunchtimes, when this is for the purpose of a scheduled activity. The academy will ensure that adequate and suitable supervision is in place, and that safety and noise controls are followed.

It may be necessary from time to time to remind students of the safety and noise controls associated with the AGP, and this will be done through assemblies.

Community Use

Further controls will be put in place to mitigate noise during the hours of community use, as detailed below:

- There will be a clear management structure associated with the hire of academy facilities for community use (Appendix a).
- The academy will ensure that a dedicated member of staff is employed during relevant evenings and weekends to supervise the booking of facilities and community use.
- A Noise Control Agreement form will be included as part of the terms and conditions of hire for outdoor facilities (Appendix b). A signed and dated copy will be insisted upon before any hire can take place.
- There will be clear procedures for the reporting of concerns / complaints (Appendix c).
- A first breach of conditions of the Noise Control Agreement will result in a yellow warning from the academy to the community user, recognising that the breach may not have been the direct fault of the hirer. Alongside the warning, the community user will be asked to remind all hirers and persons under their supervision to adhere to the terms of the Noise Control Agreement.
- A second breach of conditions of the Noise Control Agreement will result in an orange warning and a likely suspension of the community user group, pending investigation. Alongside the warning, the community user will be reminded that a third breach of the terms could result in cancellation of all future bookings, without refund.
- A third breach of conditions of the Noise Control Agreement will result in a red warning and a likely cancellation of all future bookings, without refund, pending investigation.
- At any point, the Head of Operations, Principal or Academy Council may decide that a breach of conditions of the Noise Control Agreement or the standard terms and conditions of hire are serious enough to warrant immediate suspension or cancellation of future bookings.
- A summary of concerns / complaints will be reported to the Academy Council at regular intervals, for monitoring and evaluation.
- Advertising boards of sheet metal will not be permitted on the perimeter fence to avoid clattering noises when hit by balls.

- Advertising boards of a suitable soft vinyl will be permitted on the perimeter fence to act as a further acoustic solution.
- Visitors and spectators will be asked to spread themselves around the edges of the pitch/es, and to avoid congregating in one area.
- The academy will seek, where feasible, to hire the facilities to community groups where the users are likely to be under the age of 18. This will provide for adequate supervision of the user group, and a reduced risk of unreasonable noise.
- The academy will seek, where feasible, to hire the facilities to community groups within the locality. This will provide for a greater respect of the local community and residents.
- The academy will display signs in and around the facilities requesting community users leave the premises quietly, and in consideration of the neighbours.

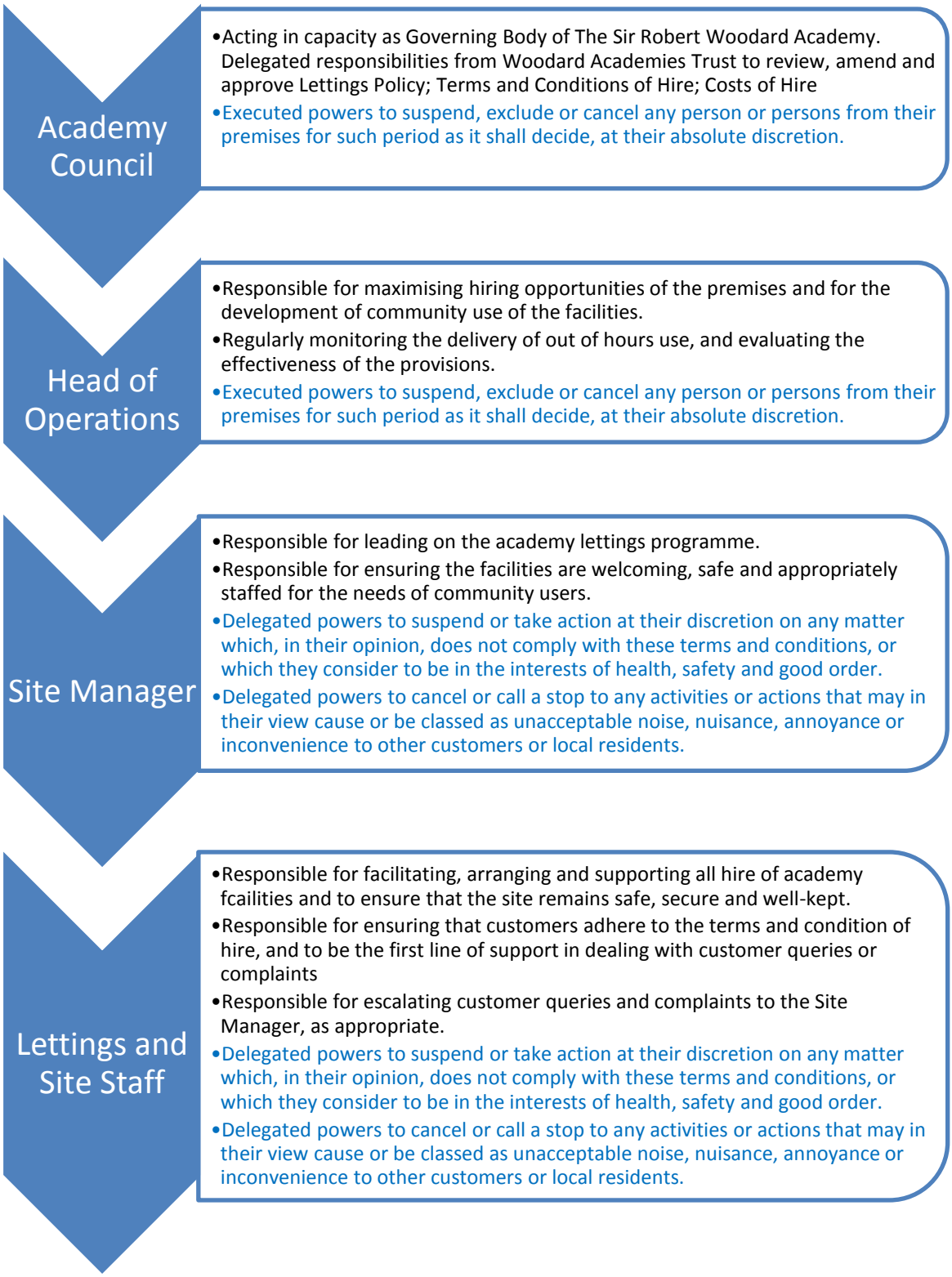
Preventing Unauthorised Use

During academy hours, the AGP shall be open for timetabled lessons and scheduled break time and lunch time activities. It will always be supervised by a suitable member of staff or volunteer, who will ensure that the gates are unlocked at the start of use and locked back up again at the end of use. Keys shall be held by all members of the PE staff and the Site Manager. It will not be possible for unauthorised use during academy hours.

During community hours, the AGP shall remain locked unless in use. The lettings and site staff shall unlock the facility for community use, and shall ensure that it is locked again after use.

**Appendix a**

**Community Use – Management Structure**



**Appendix b**

**Noise Control Agreement**

***No hire of the Artificial Grass Pitch or Multi-Use Games Area will take place until this agreement is signed and dated by the hirer. In the case of a block booking, this agreement shall be renewed every six months by way of signature from both parties.***

1. All hirers agree to be responsible and supervise all persons within their party during the hire period.

2. All hirers and persons under their supervision, must at all times conduct themselves in a manner calculated not to cause unreasonable noise nuisance or inconvenience to other customers, staff or nearby residents. Examples of noise nuisance include (but not exhausted to):

Unnecessary noise; Use of whistles, horns etc.; Offensive or foul language; Shouting; Repeatedly kicking ball/s against fencing; Repeatedly bouncing a ball; Audio equipment

3. Advice and instructions of SRWA staff and authorised persons must be strictly adhered to at all times during the hire period.

4. SRWA staff and authorised persons shall have the right to suspend or take action at their discretion on any matter which, in their opinion, does not comply with these terms and conditions, or which they consider to be in the interests of health, safety and good order.

5. SRWA staff and authorised persons shall have the right to cancel or call a stop to any activities or actions that may in their view cause or be classed as unacceptable noise, nuisance, annoyance or inconvenience to other customers or local residents. This action may also result in suspension, exclusion and or cancellation of further bookings without refund.

6. The Academy Council, Principal and Head of Operations shall have executed powers to suspend, exclude or cancel any person or persons from their premises for such period as it shall decide, at their absolute discretion.

7. The Academy Council of The Sir Robert Woodard Academy reserves the right to amend or add to these conditions of hire at any time.

Please sign and date this contract to agree to the terms of hire:

Signed……

Print Name……

For (Company/Organisation)……

Date……

**Appendix c**

**Community Use – Procedures for reporting of concerns / complaints**

***If you have any concerns about a child's safety or welfare then these must be reported immediately. If during academy hours, please contact Mr Kington, Academy Designated Safeguarding Lead or Mr Scanlon, Principal. If outside of academy hours, please contact the Evening or Weekend Supervisor or member of staff on-site at the time. Never leave concerns unreported until the following day.***

The Sir Robert Woodard Academy aims to react to concerns, problems and complaints as effectively as possible, and to this end, the following procedures should be used:

For the Community User

If you have any concerns or complaints about the facilities for your own community use then please, in the first instance, report these to the Evening or Weekend Lettings Supervisor. The Supervisor will investigate, manage and resolve these wherever possible. In the event that s/he is unable to do so, the matter will be escalated to the next tier of the management structure, as appropriate.

If you have any concerns or complaints about the Evening or Weekend Supervisor, then you should raise these with the Site Manager who will investigate and escalate these, as appropriate.

For Academy Staff

If you have any concerns or complaints about a community user, including how the facilities have been left after use, then please raise these with the Site Manager. The Site Manager will investigate, manage and resolve these wherever possible. In order to do so, s/he may have to liaise with the Evening or Weekend Supervisor, or to the Head of Operations.

For Residents

If you have any concerns or complaints about community use of the academy facilities, please report these to the Evening or Weekend Supervisor, if at an appropriate and relevant time. This can be done immediately by email to lettings@srwa.woodard.co.uk, or by telephone or in person the next day. If the concern or complain is of general nature, or after the event, then please email these marked for the attention of the Head of Operations on enquiries@srwa.woodard.co.uk. This will ensure that, in the absence of the Head of Operations, this will be passed on to someone else within the management structure. Please clearly state what the concern or complaint relates to, including dates, times and user group, if relevant.

Monitoring and Review

All concerns and complaints will be recorded and monitored by the Head of Operations and a summary of these reported to the Academy Council at regular intervals.