Project 448: School Reception Reconfiguration Project

Client: Westcourt Primary School, Gravesend, Kent

Programme: 3 Weeks

Construction Details: Aluminium Doors, Carpentry, Decorating, Double Glazed, Electrical Works, Floor Coverings, Improved Thermal Efficiency, Refurbishment, Safety Glass, School Improvement

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School Reception Reconfiguration Project

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The Project

A local school approached us with a significant challenge regarding the layout and safety of their reception area. Originally, the main entrance doors opened directly into a large open space that formed part of a heavily used pupil thoroughfare. As a result, visitors were required to walk through the main corridor to reach the reception desk.

Consequently, this created a potential safeguarding concern, as the reception function was not separated from the rest of the school. In addition, the area became extremely congested during lesson changeovers, making it both difficult and uncomfortable for visitors to access reception services. The school therefore needed a solution that would improve visitor management, enhance safeguarding, and create a more professional first impression.

The Solution

To address these issues, we worked closely with the school's leadership team to redesign the entrance layout. Firstly a new, bespoke reception desk was relocated closer to the main entrance doors. This immediately improved visibility and control over who was entering and exiting the building.

Next, we installed a four-foot-high secure dividing wall, enclosing the reception area. As a result, a clearly defined waiting and service area was created for visitors. Importantly, this ensured that no visitor could access the main school areas without being signed in and accompanied by a member of staff, significantly strengthening safeguarding procedures.

Furthermore, we maximised the functionality of the entrance space by enlarging an existing cupboard to create a dedicated cloakroom area. At the same time, new aluminium entrance doors with an integrated access control system was installed, providing an additional layer of security and allowing staff to manage entry more effectively.

Bespoke Reception Desk

To complete the transformation, we designed and manufactured a bespoke reception desk tailored to the school's operational needs. Not only does the desk provide an ergonomic and practical workspace for reception staff, but it also enhances the professional appearance of the entrance area, creating a welcoming yet secure environment.

The Outcome

Overall, the reconfigured reception area now delivers a safer, more efficient, and visually improved entrance for pupils, staff, and visitors alike. Most importantly, the school has strengthened its safeguarding measures while maintaining a warm and professional first point of contact — a critical balance in any educational setting.

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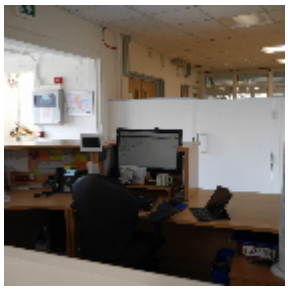

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