



Render looking northwest across Sussex Road showing the proposed day nursery

## HAYWARDS HEATH NURSERY

22-24 SUSSEX ROAD  
HAYWARDS HEATH, RH16 4EH

DESIGN AND ACCESS STATEMENT  
15<sup>th</sup> JULY 2026

CONTENTS

|                                         |    |
|-----------------------------------------|----|
| Introduction                            | 2  |
| Site Information                        | 3  |
| Planning History                        | 4  |
| Existing Building: Exterior             | 5  |
| Existing Building: Outdoor Spaces       | 6  |
| Existing Building: Layout & Access      | 7  |
| Existing Building: Internal Fit-out     | 8  |
| Existing Building: Services             | 9  |
| Design Proposal: Access                 | 10 |
| Design Proposal: Accommodation & Layout | 11 |
| Design Proposal: Outdoor Spaces         | 12 |
| Conclusion                              | 13 |

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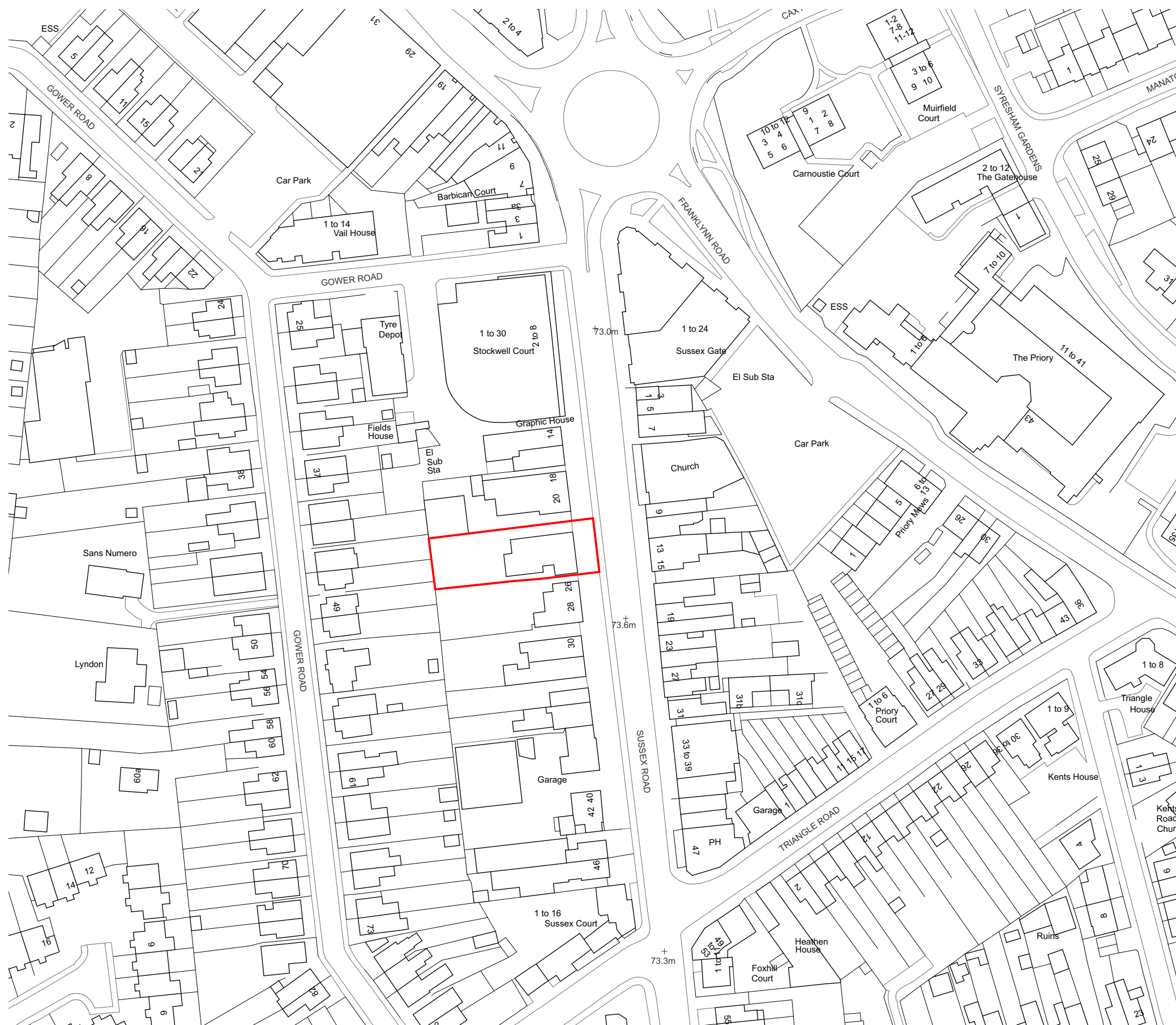
Google Earth perspective view looking northeast across Sussex Road, with site highlighted in red

INTRODUCTION

This Design and Access Statement has been prepared by Samuel Chisholm Studio on behalf of Kingsway Nurseries to support an application for the change of use of an existing building to a children’s day nursery together with operational works and landscaping to front elevation, rear single storey extension and use of rear yard for supervised children’s play area.

The development comprises the internal refurbishment of the existing building, the construction of a new outbuilding to the rear of the site, construction of new boundary treatments to the site perimeter including new entrance gateway and pergola, and the conversion of the existing rear car park to outdoor amenity space.

This statement describes the development proposals and includes description of the site, existing building, planning context, and the design proposals. It should be read in conjunction with the other documents submitted alongside the application, including the architectural drawings, Planning Statement, Transport Statement, Noise Impact Assessment and Ecology Statement.



Location plan with site demise outlined in red

## SITE INFORMATION

### Location

The site is located at 22-24 Sussex Road, Haywards Heath, RH16 4EH. It is within walking distance of the primary shopping area on South Road, as well as surrounding residential areas including Gower Road, Ashenground Road, and Triangle Road. Given the site's central location, a significant proportion of nursery users are likely to be able to access the site on foot or bycycle.

The nearest bus stop is located on Franklyn Road, approximately a two-minute walk from the site, providing access to several local bus routes.

Haywards Heath railway station is located approximately 16 minutes' walk from the site and provides access to Southern, Gatwick Express and Thameslink rail services, including connections to London Victoria and Brighton.

### Layout

The site comprises a detached two-storey commercial building sitting within a plot of approx. 715m<sup>2</sup>.

The site is presently vacant, having been most recently used as an office.

The site shares boundaries with commercial premises to the north and south and with the rear gardens of residential properties on Gower Road to the west. The eastern boundary faces onto Sussex Road.

Vehicular parking is currently provided to the front and rear of the building, with three parking spaces on the building forecourt, and a rear car park accessed via driveway from Sussex Road.

Pedestrian access is provided directly from Sussex Road, with a secondary pedestrian route available via the driveway.

### Conservation and heritage

The site is not located within a Conservation Area. The existing building on site is not considered to hold heritage or social significance and is not situated within the setting of any designated or non-designated heritage assets.

### Use

It is understood that the existing premises has Class E use.



Site photo looking west across Sussex Road towards the existing building



Site photo looking northwest across Sussex Road towards the existing building



Site photo looking southwest across Sussex Road towards the existing building

## PLANNING HISTORY

No recent planning applications have been identified for the site, including applications associated with the most recent use of the premises as a healthcare facility following its former use as a bank. The relevant planning history, listed from most recent to earliest, is summarised below.

CU/144/84/AP2

Date: 10 December 1984

Status: Approved

Amended plans: demolition of part of building. Two storey office extension. Alterations to elevations and internal layout. Amended plans showing: further alterations.

CU/144/84/AP1

Date: 12 June 1984

Status: Approved

Amended plans: demolition of part of building. Two storey office extension. Alterations to elevations and internal layout. Amended plans showing: alterations to roof design, windows and staircase.

CU/144/84

Date: 9 April 1984

Status: Approved

Demolition of part of building. Two storey office extension. Alterations to elevations and internal layout.

CU/305/81

Date: 2 October 1981

Status: Approved

New entrance door and window, porch and canopy and minor alterations.

CU/326/78

Date: 9 November 1978

Status: Approved

Demolition of existing building and re-erection of building as banking hall and ancillary offices.

CU/137/78

Date: 4 May 1978

Status: Approved

Outline application, demolition of 24 and front portion of 22 and reconstruct on two floors to form banking hall and conference room and offices

CU/061/77

Date: 9 March 1977

Status: Approved

Two storey brick built office extension with flat roof, and alteration to existing building. Also provision of extra car parking to rear of building.



Front elevation of the existing building



External door opening onto existing car park to the rear



Gated yard with services to the south



Side entrance with stepped access and hipped roof canopy with concrete tiles.



Extension to the north made in brown brick



Rear elevation showing roof with sloped edges and what appears to be fibre-cement tiling with the appearance of slate

## EXISTING BUILDING: EXTERIOR

The external walls of the existing building are finished in a combination of red and brown brick. Due to the building having been constructed and extended in phases, the roofscape comprises several separate roof forms. These are predominantly dwarf-mansard flat roofs, incorporating sloped edges clad in what appears to be fibre-cement tiles with a slate-like appearance. The side entrance features a hipped canopy roof finished in red concrete tiles. Exposed flashings visible from street level are formed in lead. All external doors and windows are uPVC systems, with most rooms benefitting from openable windows. The front elevation comprises a 'shopfront' window and two signage boards positioned above the main entrance and adjacent window.



## EXISTING BUILDING: OUTDOOR SPACES

All external areas are currently finished in tarmac. The site is enclosed to the north, west and south by a 1.9m tall timber fence. This is constructed with concrete posts and gravel boards along the north and west boundaries, and timber posts and gravel boards along the southern boundary. The fence to the southern boundary is in poor condition.

Car park to the rear of existing building with fences to the perimeter



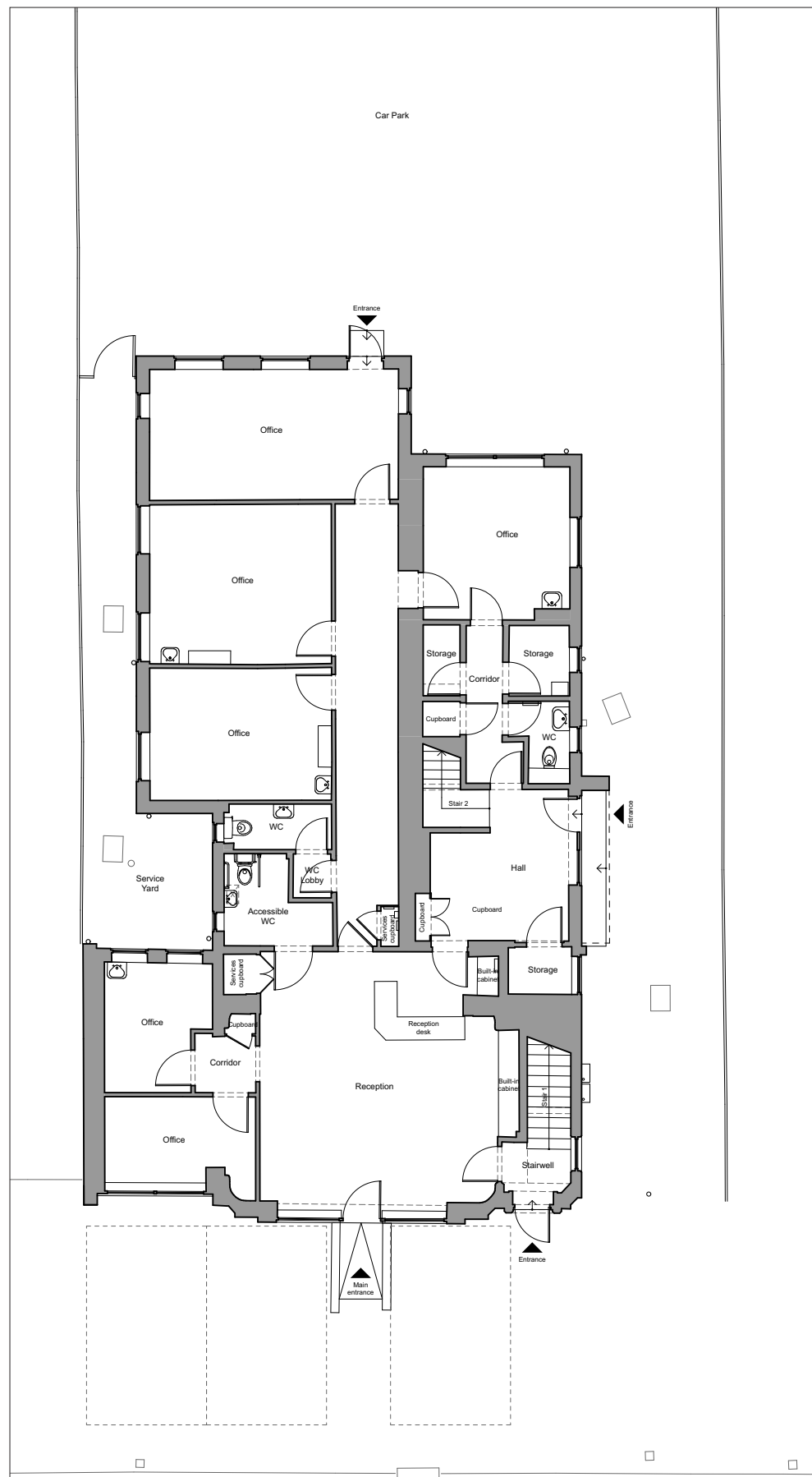
Fence to the west



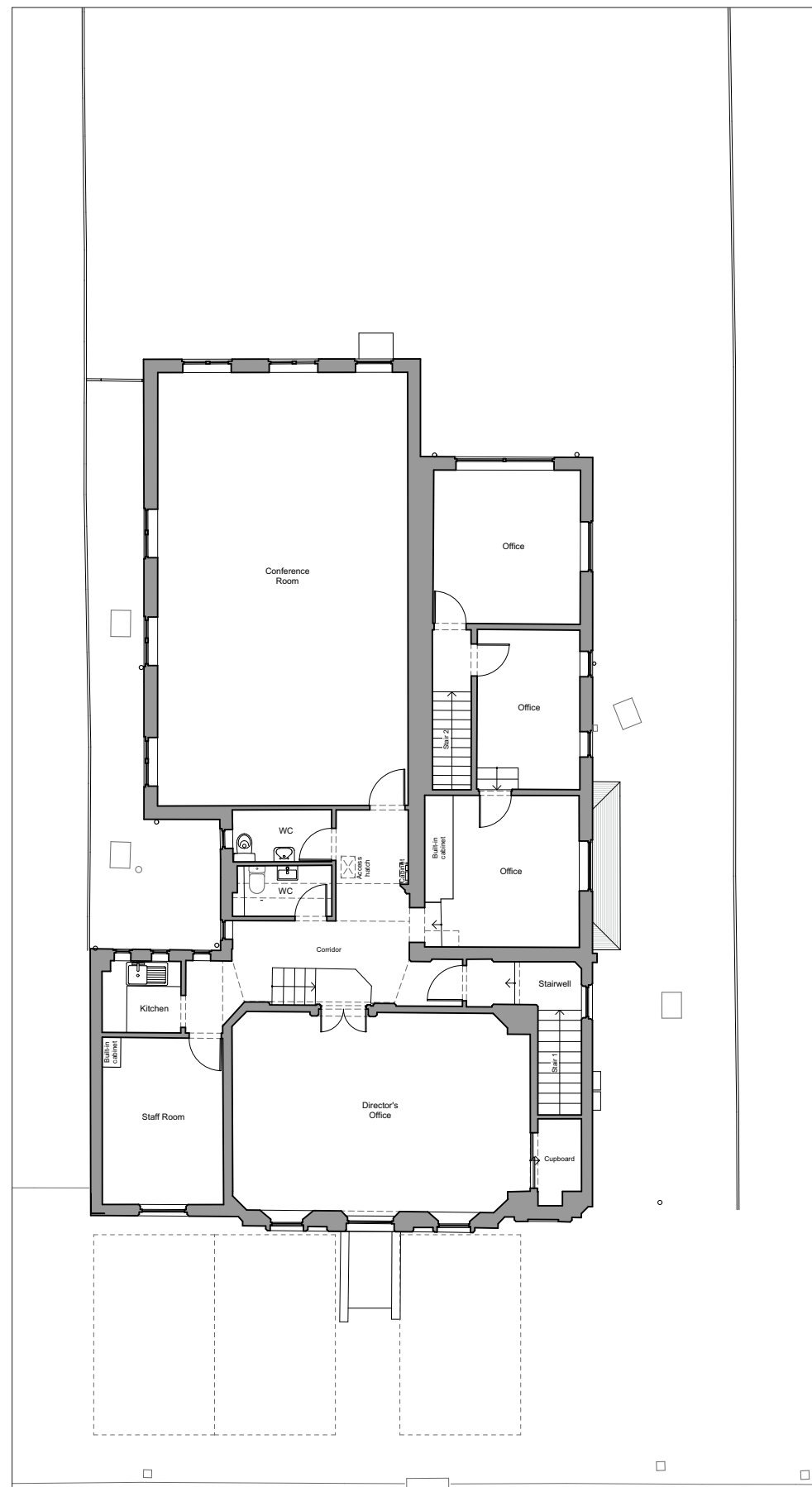
Fence to the south



Area of damaged fence to the south



Existing Ground Floor Plan



Existing First Floor Plan

## EXISTING BUILDING: LAYOUT & ACCESS

The existing building has four points of access - two directly from the street, one from the driveway to the north and one from the rear. The access routes all comprise steps except for the main entrance which has a ramped approach.

The upper floor of the property is served by two staircases, one to the front of the building, and one to the rear. There is no lift in the building, however there is currently a chairlift installed to the front staircase. The first floor comprises four different floor levels meaning that even with the chairlift approximately 50% of the first-floor rooms do not have level access routes.

It appears that the building has been extended at different times, leading to poor access and connectivity between different parts of the building, with some rooms accessed via corridors with no natural light or ventilation.

Navigation in the current layout is challenging. The layout consists of predominantly small rooms, except for the reception on ground floor and conference room and 'directors office' on the first floor.



Existing reception space with shopfront to the left, and reception desk to the right



'Director's office' at first floor with exposed brick and solid timber doors

## EXISTING BUILDING: INTERNAL FIT-OUT

The internal fit-out of the existing building is typical of a commercial office, comprising a floor finish of blue carpet tiles, white painted walls, and gridded suspended ceiling with white tiles. However there are some unusual finishes in the so-called 'Director's Office' located on the first floor, including exposed brickwork, decorative solid timber doors and architraves, and a stone-clad staircase.



A typical cellular office at ground floor



A typical cellular office at ground floor



Conference room at first floor



Large landing at Stair 2



Decorative solid door reveal and architrave to entrance door in the stairwell



Stone clad stair and solid timber doors on first floor



Excessive surface mounted services in the hall



Typical suspended ceiling with services above, ground floor

### EXISTING BUILDING: SERVICES

In the existing building, services are distributed across multiple locations rather than being consolidated within a dedicated plant room. Externally, the majority of service equipment is located within a gated yard to the south of the building, with additional meters and equipment positioned on the north elevation.

The building is currently heated by two gas boilers, located within the ground floor storage room and the first floor WC. Heating is provided via radiators, with associated pipework routed predominantly within walls, although some sections are located within floors or surface-mounted.

Ventilation and cooling are provided by air-conditioning units, which are distributed throughout the building. Units are wall-mounted within the northern part of the building due to restricted ceiling heights, and ceiling-mounted elsewhere, where suspended ceilings zones are available.

It is not proposed to make changes to the existing building services as part of the development works.



Suspended ceiling in conference room on first floor



Gated external plant area to the south of the building



Gas boiler, ground floor



Render looking west across Sussex Road showing the proposed day nursery

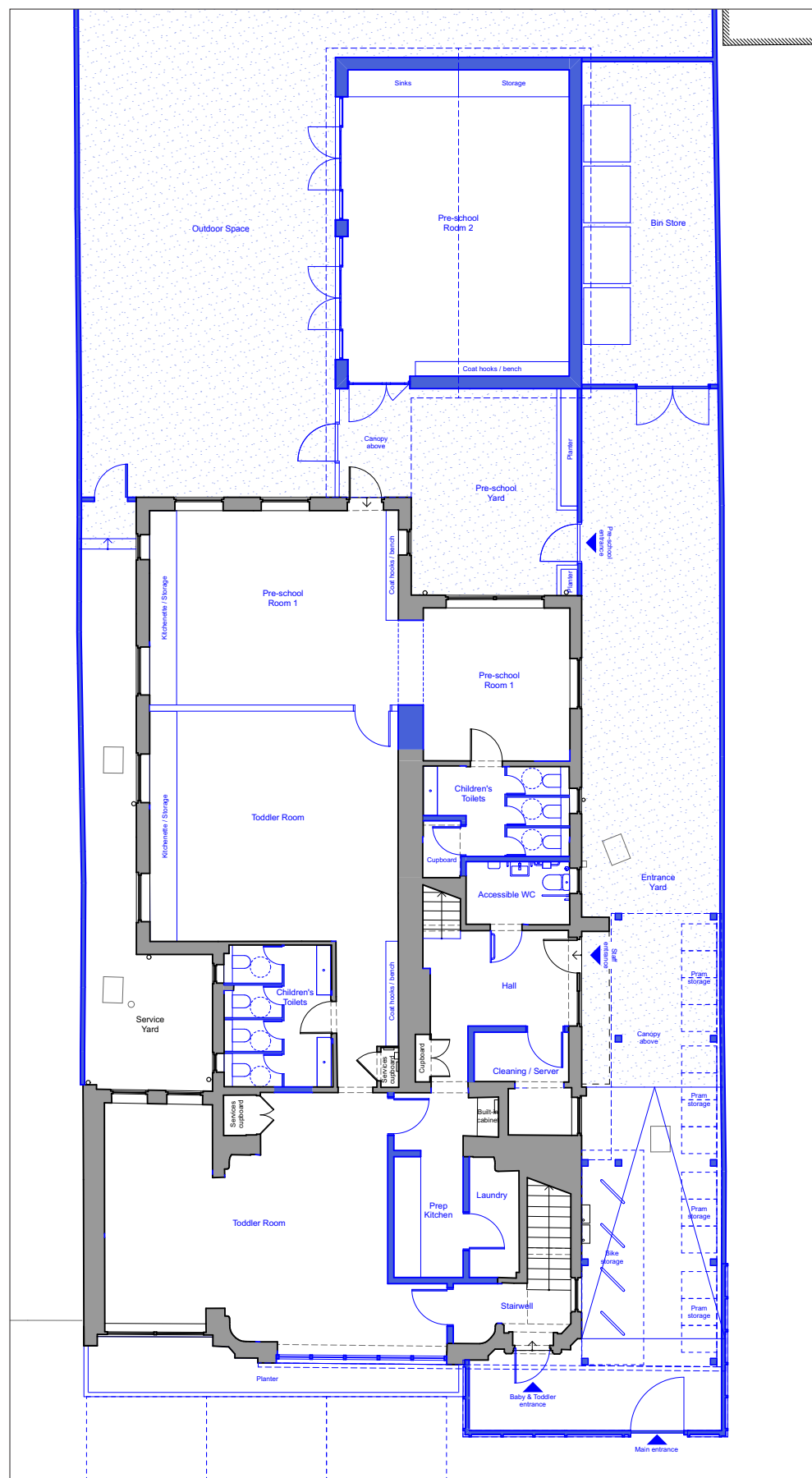
## DESIGN PROPOSAL: ACCESS

It is proposed to consolidate the site access such that all entry and exit is via a new external gate and pergola located adjacent to the northeast corner of the building. This will provide a single point of secure entry for both staff and parents, which is considered optimal from a management and safeguarding perspective. The pergola will also provide covered bike and buggy storage adjacent to the entrance, in a location that is screened from the street.

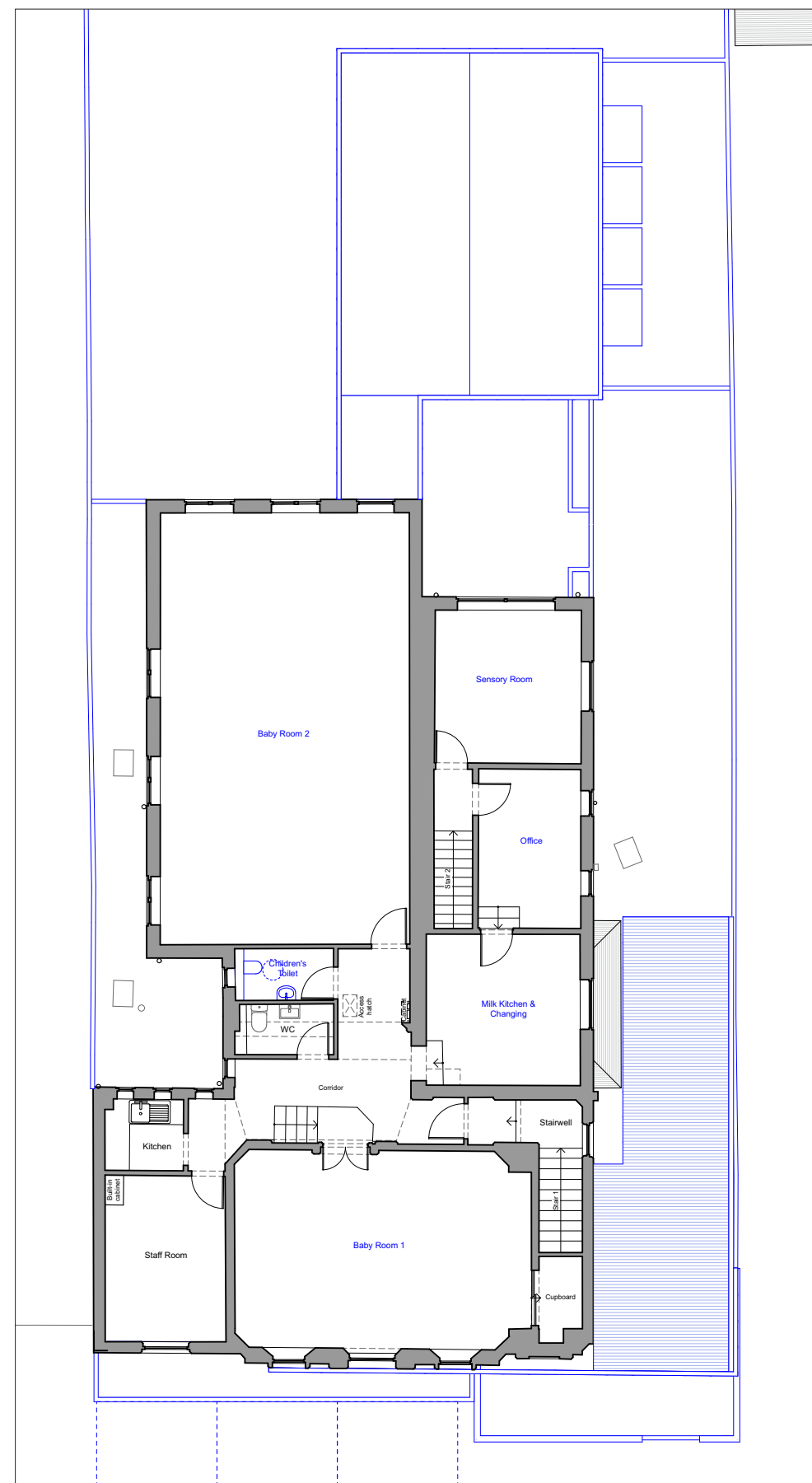
The new entrance gate and pergola will be constructed with timber to the height and layout as indicated on architectural drawings. It is proposed that the new pergola will be connected to the existing building via a decorative 'frieze', which corresponds to the height and location of the existing signboard.

It is proposed that the entrance gate, adjacent fencing and frieze will be painted in a muted colour scheme based on the branding of the nursery. The frieze is constructed in timber with a decorative arched pattern, designed in reference to the nearby Ouse Valley Viaduct. The arched pattern is also used on the fencing around the entrance gate, with the fence panel immediately adjacent to the gate comprising the name and logo of the nursery. Details of the latter will be subject to an application for advertisement consent in due course. It is considered that the proposed entrance gate, pergola and frieze will provide practical and safe entry arrangements, while contributing positively to the visual amenity of the streetscene.

As a result of the consolidated entrance sequence, it is proposed to replace the existing 'shopfront' entrance with new fixed glazing to match the pattern of the existing. In front of the 'shopfront' it is proposed to construct a new brick planter to contain decorative flowers and plants.



Proposed Ground Floor Plan



Proposed First Floor Plan



## DESIGN PROPOSAL: ACCOMMODATION & LAYOUT

The design proposal seeks to adapt the existing building to its new use as a day nursery via a strategy of minimal intervention.

The proposed layout is oriented around the children's nursery rooms, of which there are three categories: baby rooms, toddler rooms and pre-school rooms. The baby rooms are located at first floor level within two large existing rooms. The toddler rooms and pre-school rooms are located at ground floor level, to the front and rear of the plan respectively, and are formed via the removal and remodelling of internal walls. The separation between toddler and pre-school rooms will be made with a 'half-height' wall. The pre-school rooms comprise space within a new outbuilding located to the rear of the existing building, which is necessary to satisfy the area requirements of the accommodation brief. The playroom facilities have been scaled to accommodate 90 children overall according to Ofsted area requirements.

Within the gated entrance, access to the baby and toddler rooms is via an existing doorway in the northeast corner of the building. This doorway opens directly onto the staircase leading to the baby rooms at first floor level, and a new entrance lobby leading to the toddler rooms at ground floor level. Access to the pre-school rooms is via a route to the rear of the building.

Level access to the building is provided via sloped landscaping to be installed as part of the new entrance sequence. The slope will take the level of external landscaping up to match the internal floor level of the building, with level access entry to the building via the existing side door. The ground floor accommodation and outdoor spaces will have level access throughout and comprise an Accessible WC. Due to the variety of existing levels present at first floor, it is not practically possible to achieve level access across the first floor accommodation.

Ancillary accommodation comprises Toilets, Cleaners Cupboard, Server Room, Prep Kitchen, Laundry, Office, Staff Room, Staff Kitchen, Milk Kitchen, Changing Area and Sensory Room. Ancillary accommodation is located within existing or minimally adapted rooms.



Key:

1. Potion Table
2. Art Unit
3. Role-play Shed
4. Construction Area
5. Sand Hut
6. Baby Garden
7. Mud Kitchen
8. Book Area
9. Physical Play Area

Sketch perspective showing indicative layout of outdoor space to the rear of the proposed day nursery

## DESIGN PROPOSAL: OUTDOOR SPACES

To the rear of the site, it is proposed to replace and upgrade existing boundary treatments with new 2m tall timber fences. A 2m tall acoustic timber fence is proposed to the western boundary of the site to minimise noise impact on neighbouring residential properties.

In addition to the construction of the entrance gate, pergola and frieze, it is proposed to construct a new outbuilding the rear of the site. This will provide an additional nursery room, designated for 'pre-school' use, which is necessary to satisfy the area requirements of the client accommodation brief. The new outbuilding will be constructed in timber to the height and layout as indicated on the architectural drawings. The outbuilding will be clad in cedar, with aluminium framed windows and doors and a sedum green roof. The proposed outbuilding will be connected to the existing building via a small canopy as indicated on the architectural drawings. This will provide a covered external connection between the two pre-school rooms. It is proposed that a new bin store be formed to the north of the proposed outbuilding. This will be enclosed by 2m tall timber fences, with timber gates for access.

It is proposed that the remainder of outdoor spaces surrounding the existing building and outbuilding are used as outdoor amenity space for the day nursery. These would be landscaped with a combination of astroturf and bonded rubber granules to provide soft-landing surfaces. Within the outdoor spaces there would be a series of themed areas comprising facilities for art, reading, role-play, mud-kitchen, curiosity hub, plant and vegetable growing, etc.

The outdoor spaces will only be used during nursery opening hours. The proposed management of outdoor spaces is described further detail in the Management Statement that accompanies this application.



Render looking southwest across Sussex Road showing the proposed day nursery

## CONCLUSION

It is considered that the development proposed under this application represents a positive and appropriate use for the existing premises at 22-24 Sussex Road, Haywards Heath, RH16 4EH. The proposals comprise measures to improve visual amenity of the streetscene, as well as contributing positively to the local economy and facilities available to parents in the area. As such it is considered that planning permission for the proposed development should be granted.