

	Category	Details	
Education	Educational Supplies & Resources	Purchase of all educational supplies & classroom resources, e.g. art & craft supplies, numeracy products etc.	
	SEN Resources	Specific products for teachers, SENCO's and pupils with special educational needs.	
	Books	Supply of textbooks, fiction, non-fiction and related resources.	
	Science Supplies & Equipment	Consumables, appliances and other resources for teachers and lab technicians.	
	P.E. and Play Equipment	Sports and play equipment, kit and resources for inside and out.	
	Outdoor Equipment	Supply, installation and maintenance of playground, sports equipment and furniture.	
	Audio Visual & IT Equipment	Supply & installation of interactive whiteboards, projectors, PA equipment etc.	
	Uniform & Other Clothing	Supply of stock or bespoke school uniform and sports kit.	
	Furniture & Storage	Classroom specific furniture and storage solutions, indoors & out.	
Facilities & Office	Specialist Insurance	Staff absence & sickness insurance, off-site activity insurance, minibus insurance etc.	
	Stationery Supplies	Copier paper, sugar paper, exercise books, filing & storage, envelopes, pens & pencils, toner & cartridges.	
	Office Equipment	Supply of printers, scanners, photocopiers, faxes and multi-functional devices.	
	Printed Stationery	Letterheads, continuous stationery, business cards, marketing and promotional items, point of sale.	
	Waste Collection	Collection of all waste streams including wheelie bins & FELs, RELs, skips and recycling.	
	Confidential Waste & Archiving	Secure service for archiving, confidential waste disposal, paper shredding and waste recycling.	
	Mailroom Services	Franking machines, de-regulated bulk mailings, direct mail and outsourced mailroom services.	
	Transport	Vehicle purchasing, leasing, contract hire & maintenance. Coach hire for single or regular trips.	
	Furniture	Complete refurbishment to one-off items throughout the school.	
	Washroom Services	Soap dispensers, hand dryers, hand sanitisers, sanitary disposal, vending services & air fragrancing.	
	Cleaning Services	Outsourced school, office, workshop & window cleaning contracts.	
	Janitorial Supplies	Washroom, housekeeping, kitchen hygiene, catering, floor care & all cleaning materials.	
	Fire Safety	Maintenance of fire safety equipment, alarms & extinguishers. Fire risk assessments & alarm testing.	
	Electrical Testing	Five year fixed wiring tests, portable appliance testing and emergency light testing.	
	Health & Safety	Consultancy, audits and software. First aid, protective clothing, medical screening and signage.	
	Vending	Supply and maintenance of hot/cold beverages, confectionery and snacks.	
	Water Dispensers	Provision of either bottled or point-of-use water machines, maintenance and sanitisation.	
	Pest Control	Routine inspections, control and elimination.	
	Property Maintenance	Outsourced contractors for planned & reactive maintenance requirements.	
	Landscaping & Interior Plants	External grounds maintenance and landscaping. Provision and maintenance of interior plants.	
	Security	CCTV installation & monitoring, intruder alarms and key holding.	
	Telecom & IT	Heating & Cooling	Installation, service and maintenance of heating and air conditioning.
		Fixed Line Services	Provision of ISDN, analogue and IP circuits. Competitive tendering of calls, charges and connectivity.
Auditing & Profiling		Audits to identify circuit use, redundancy and utilisation. Analysis to identify mis-use, abuse & call profiles.	
Inbound Call Services		Provision of 0800, 0845, 09... (01, 02) numbers. IVR (automated call handling) services.	
Voice Recording		On site & off site voice recording options for inbound and outbound calls.	
24/7 Telecom Help Desk		Fault identification, management and resolution, provided by our in-house customer service team.	
Telecom Equipment		Traditional and IP phone systems, hosted IP PBX, routers, firewalls, maintenance and installation.	
On Hold Messaging		On hold information services, marketing messages and music.	
Mobile Communication		Tariff analysis, mobile data applications. Provision of mobile equipment, car kits and accessories.	
Networking		Wide and local area networks for the provision of data & voice connectivity, as well as Wi-Fi.	
Hosting & Internet Services		Hosting of servers, web applications and websites. Internet connectivity and broadband provision.	
Utilities	IT Outsourcing	Sourcing competitive IT support services.	
	IT Hardware	Provision of desktops, laptops, servers and IT accessories.	
	IT Secure Disposal	WEEE compliant computer recycling and secure destruction of hard drives and other IT equipment.	
	Electricity	Procurement, contract management, market analysis, query resolution and meter estate management.	
	Gas	Procurement, contract management, market analysis, query resolution and meter estate management.	
	Invoice Verification	Verification of gas and electricity invoices.	
Finance & Misc.	Energy Metering & Monitoring	Utility metering with consumption targets and proactive reporting, online access & bespoke reporting.	
	Energy Management	Managed delivery of proven initiatives to reduce energy consumption.	
	Credit Card Processing	Processing charges for credit and debit card charges and terminal rental.	
	Commercial Insurance	Cover for contents, building, employer / employee liability.	
	Banking & Finance Services	Education specific banking & financial services with reduced fees and expert support.	
	Payroll & HR Services	Outsourced services specifically for the education sector.	