



BENSHAM MANOR School

Ecclesbourne Road, Croydon, CR7 7BN

Phone: 0208 684 0116 - E-Mail: mainoffice@benshammanor.com

Head Teacher: Mr Phil Poulton B.A Hons NPQH - Deputy Head: Mrs Yvonne O'Brien NPQH
www.benshammanor.com

11th December 2013

To whom this may concern,

I am happy to write a reference for James Vetch.

I employed James as Estates Manager in 2009 whilst CEO/Principal of the Orpheus Centre in Godstone. The Orpheus Centre is a residential College for 35 post 19 students with learning and Physical Disabilities. James managed a team of three and had direct responsibility for maintenance and health and safety across the Centre. He was a member of the management team.

In my capacity as Headteacher of Bensham Manor School I employed him as a freelance Health and Safety consultant at the beginning of this year. Bensham is a large community secondary special school in Croydon. As the Local Authority services diminishes the Governors felt it necessary to maintain an external layer of quality assurance over Health and Safety. In this role James supports the Bursar and two Caretakers in writing risk assessments for the site/vehicles, producing a Fire Plan and training our 84 staff in Manual Handling, writing risk assessments and being a Fire Marshall.

James is a good communicator who is passionate about his work. He is reliable, trustworthy and delivers to all expectations.

His input has been well received by Bensham Manor Staff and has improved the way our teams work and the service we offer.

Yours sincerely

Phil Poulton
Headteacher

