

From: Mr Glen Dugdale



SEDBERGH
SCHOOL

FOUNDED 1525

Mr Ben Steele
Ben Steele Joinery
The Laurels
Croft Road
Ingleton
North Yorkshire
LA6 3BZ

21 September 2018

Dear Ben

Re: Summer Works Projects 2018 - Compliments

On behalf of Sedbergh School, I write with sincere thanks for all the hard work and dedication you and your team consistently demonstrated on the many projects undertaken during the school summer holidays this year.

Of particularly high merit, you are congratulated on the following key attributes:

- Excellent health and safety management before, during and after the works
- High quality of materials and workmanship and great attention to detail
- Communication throughout was second to none
- Great care and attention to the school and ultimately, the users of the finished projects

This year's programme of works was particularly arduous compared with previous years and you demonstrated great flexibility, resourcefulness and resilience throughout; even able to successfully manage a very late additional project at Lupton House. The Lupton House project meant a great deal to the school and we now have three extra pupils happily accommodated, thanks to your team 'going that extra mile'.

All your projects were completed on time and on budget (sometimes under) which again, is testament to your good management.

Ben Steele Joinery has excelled this summer and Sedbergh School continue to be proud to have you as a long-standing and trusted contractor.

Many thanks indeed and we look forward to future projects

Yours sincerely

Glen Dugdale
Estates Manager
Sedbergh School