Ice and Snow Clearance

To ensure the safety of staff, pupils and visitors at Greenfields, a common sense approach has been adopted with regards to the clearance of ice and snow during periods of bad weather. It is not practical to grit the entire site, but as part of the gritting procedure, safe routes have been identified. We expect that all staff, visitors and pupils will use the identified gritted footpaths and refrain from walking across untreated snow and ice. Under no circumstances should the main road or driveway of the school be used as a footpath.

Pre-Season Preparation

Meetings will be held with the Headteacher and Premises staff prior to the winter weather to ensure that enough resources are available, including staff time, for the upcoming winter. Consideration must be given to:-

a) Levels of grit required and storage location
b) Available equipment i.e. snow shovels, spreaders, ploughs, thermal gloves/hat/fleece/jacket/footwear (including snow grippers) and other PPE
c) Maintenance and storage of equipment
d) Responsibilities
e) Identification of staff involved in gritting and snow clearing
f) Review of gritting plans and risk assessment

Weather Forecasting/Monitoring

The Met Office forecasting will be used and the caretaker is responsible for monitoring weather conditions. In their absence this task is delegated to (insert name). Upon receipt of the forecast, if there are amber or red alerts, information will be communicated to the Headteacher to determine what actions are to be taken. If the forecast changes after school hours, the caretaker will use their discretion to determine whether or not the procedure will be implemented.

When to Grit

The gritting plan will be implemented if there is a risk of air temperature dropping sufficiently to create ice or freezing conditions (check local weather forecast) or if snowfall is predicted.

Areas that have been gritted will continue to be treated on a regular basis until the risk has passed.

Where to Grit

All pathways and safe routes identified within the schools gritting plan.

Particular attention will be given to shaded areas as they will not thaw during daylight hours.

Method of Clearance

- A pathway of at least 1 metre wide will be cleared to allow access for pedestrians, pushchairs and wheelchair users.
- Snow and ice will be completely removed using suitable equipment (snow shovel etc.) - snow and ice **will not be brushed or dissolved using hot water**.
- Deep snow will be fully cleared from the path prior to gritting.
- When the footpath has been cleared, grit/salt will be used to provide additional grip.
- Additional care should be taken when clearing sloping pathways and steps. Staff should also take regular breaks from the task.

Priority Areas

In consultation with the caretaker, the Headteacher has identified areas of priority and it may be necessary to timetable staff to ensure ice/snow clearance is continued should extreme conditions persist. A risk assessment has been undertaken and has identified remedial actions and measures that must be taken to control the risks to an acceptable level. Emergency escape routes will be given consideration when determining priority areas.

It may be necessary to close some entrances temporarily, and this can be achieved by leaving gates closed or taping off areas that remain a slip hazard. Whilst car parks do not need gritting, footpaths will be cleared and gritted should they remain accessible.

At break times a decision as to whether children are to be allowed outside will be made by the Headteacher or Deputy Headteacher in consultation with members of staff on duty. If school playgrounds remain open it may be that additional supervision is required above normal playtime activities.

Specific Duties

Headteacher will:-

- Review the ice and snow clearance policy and risk assessment.
- Communicate with Caretaking staff and identify priority areas and areas that are restricted, ensuring appropriate signage is displayed when and where appropriate.
- Identify staff to undertake snow and ice clearance and ensure appropriate personal protective equipment is available.
- Identify staff to ensure weather forecasts are checked and any red or amber warnings communicated.

Caretaking Staff will:-

- Check the weather forecast to determine if amber or red alerts are imminent.
- Be responsible for the immediate clearance of snow and ice in line with the gritting plan and agreed priority areas.
- Ensure appropriate stock levels of salt, grit and equipment are maintained.
- Routinely check machinery/equipment and also clean the machinery/equipment after use and before storage.
- Ensure that access routes are cleared by the start of the school day (7.30am)
- Be responsible for implementing the gritting plan and closing areas that are not to be cleared.
- Check paths regularly throughout the day to ensure they remain accessible

All staff:-

- Will raise awareness of any additional risks that may come to light.
- Will be responsible for their own safety as well as that of their pupils and colleagues in adverse weather.
- Will wear suitable footwear and clothing appropriate to the conditions.
- Must not expect to park near to the building during extreme weather and must allow more time for their journey.

Parents/Carers

- Must not expect to park near to the building during extreme weather and must allow more time for their journey.
- Must take care when parking in school car parks, as they cannot all be gritted
- Must stick to the cleared paths where possible
- Must ensure their children are suitably clothed, wrapped up to keep warm and wear appropriate footwear.
- Will read and follow any guidance that is provided.