



WALLASEY ALLIANCE

Snow and Ice Policy

Approved at a meeting of the Governing Body

Held on _____

Minute no. _____

Signed _____
Chair of Governors

Dated _____

Snow and Ice on School Premises

Head Teachers and premises managers who have direct responsibility for Council premises / sites must ensure that adequate arrangements are made to ensure that the risks from snow and ice are minimised. All efforts should be made to ensure that the establishment remains open as normal.

The School should consider:

- Carrying out a risk assessment *in advance*, covering the hazards associated with snow and ice on their premises.
- Identify priority areas to be gritted on School's ground/floor plans and display in prominent place for staff and parents/carers to identify safe routes.
- Ensure staff are aware of the risk assessment in place for snow and ice and their responsibilities for following the designated paths and access routes when such conditions exist.
- Nominate a member of staff to monitor weather conditions and anticipate when snow / ice clearance may be required. (It may be necessary for nominated staff to start work earlier to implement procedures).

Schools may wish to advise parents - sometime in the autumn term via newsletter - of the plans and procedures they have put in place for dealing with snow and ice around school premises.

Once it snows or bad weather is forecast:

- Clear prioritised areas of snow and grit paths, steps and slopes (main access routes , paths from car parks to buildings etc to be dealt with ASAP)
- Clear a path 1 metre wide from the site entrance to the main building entrance
- Restrict access to cleared areas only (lock off gates and cordon off un-cleared areas).
- Patrol external areas at start/end of day to oversee pedestrian access.
- Regular inspection of all areas and identification of areas such as steps, slopes etc which may not be safe even when cleared.
- Treat cleared paths with salt and grit if freezing temperatures continue.
- Staff to be instructed in the safe and correct spread of grit, i.e. use of grit spreaders or manual sprinkling (like feeding chickens).
- Grit when frost, ice or snow is forecast or temperatures fall below freezing.
- The best times are early evening before frost settles and/or early morning before employee's arrive-grit supplies permitting. Salt needs time to work it doesn't work immediately.
- Do not grit when it's raining the salt will get washed away causing a problem if the rain then turns to snow or temperatures suddenly drop.
- Clear other areas as time permits.
- Car parks should not be treated as priority but pathways leading from car parks to the building should be dealt with as soon as possible.
- Where playgrounds remain excessively slippery due to compacted snow and ice, it may be necessary for pupils to be accommodated indoors at break times. If playgrounds remain in use, supervision levels may need to be increased.

Schools should continue to monitor the weather and the Met Office weather forecasts.

Drop off and Collection Routes that allow social distancing

Drop Off

All children to be dropped off at the front middle entrance and taken down to class by support staff. Parents to leave site up the driveway. This is a much shorter route than the normal route and can be easily gritted. Staggered start times should allow a flow of families.

Collection

All children to be dismissed through the front middle doors. F2-Y4 Parents to wait in large area by nursery and called down one class at a time to collect their children. They should leave promptly up the driveway. Families with older siblings will need to go back up and wait by the nursery. Y5/6 collection routines to remain as they are.

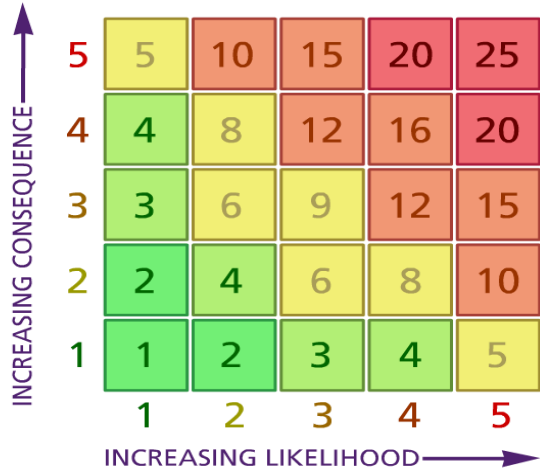
Department:

Location or address Mount Primary School	Date assessment undertaken 10.11.20	Assessment undertaken by K Yates
Snow & Ice Risk Assessment November 2020	Review date Oct 21	Signature

1) Hazard	2) Who can be harmed and how?	3) What controls exist to reduce the risk? Have you followed the hierarchy of controls (eliminate, substitute etc)	Risk Score Consequence X Likelihood	4) Any further action; This should be included in the action plan on overleaf
Slips, Trips, Falls	Staff Pupils visitors	<ul style="list-style-type: none"> Headteacher & Site Manager to monitor weather conditions and anticipate when snow / ice clearance may be required(may be necessary for them to start work earlier to implement procedures) Prioritised areas for clearing of snow and gritting of paths, steps and slopes (main access routes , paths from car parks to buildings etc to be dealt with ASAP) Identify priority areas to be gritted on school's ground/floor plans and display in prominent place (in good time i.e. Autumn term) laminate and display at all entrances to school. Advise parents via Autumn/Winter newsletter Restrict access to cleared areas only (lock off gates and cordon off un-cleared areas. Patrol external areas at start/end of day to oversee pedestrian access Other areas cleared as time permits. <ul style="list-style-type: none"> Direct access to the main entrance from the site access point is created (1200mm wide) Regular inspection of all areas and identification of those such as steps, slopes etc which may not be safe even when cleared. Treat cleared paths with salt and grit if freezing temperatures continue. Check outdoor lighting prior to winter, ensure adequate lighting over proposed route especially in the evenings Staff instructed in the safe and correct spread of grit, i.e. sprinkle (like feeding chickens). 	2x4=8	If slopes and steps remain in a dangerous condition it may be necessary to prevent access to affected area – cones / barrier/ tape etc.

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| | | <ul style="list-style-type: none">• Restrict parents vehicular access to car park | | |
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1) Hazard	2) Who can be harmed and how?	3) What controls exist to reduce the risk? Have you followed the hierarchy of controls (eliminate, substitute etc)	Risk Score Consequence X Likelihood	4) Any further action; This should be included in the action plan on overleaf
<p>Manual handling</p> <p>Physical exertion Back injuries, strains/sprain</p>	<p>Site Staff</p>	<ul style="list-style-type: none"> • Ensure all staff are aware of designated paths / access routes and take responsibility for using these. Reinforce this with pupils / visitors. • Where playgrounds remain slippery due to compacted snow / ice it may be necessary to accommodate pupils indoors at break time. If playgrounds remain in use supervision levels may need to be increased. • Staff who are responsible for gritting / clearing paths have adequate equipment and clothing to carry out the work. • Ensure staff clearing snow are physically capable • Work at sensible pace and take frequent breaks • Training given in correct lifting techniques. • Appropriate footwear worn • Mechanical lifting aids available (trolleys, sack barrow etc.) • Ensure stocks of rock salt are maintained 	<p>2x4=8</p>	
<p>Exposure to extreme temperatures</p>	<p>Site Staff</p>	<ul style="list-style-type: none"> • Personal protective equipment provided: <ul style="list-style-type: none"> • Weatherproof “hi visibility” outer clothing – coat, gloves, hat • Suitable footwear • Avoid long periods of exposure to low temperatures • Provide warm drinks 	<p>2x3=6</p>	



Risk Rating	Action Required
17 - 25	Unacceptable – stop activity and make immediate improvements
10 – 16	Tolerable – but look to improve within specified timescale
5 – 9	Adequate – but look to improve at review
1 – 4	Acceptable – no further action but ensure controls are maintained

Likelihood:

Consequence:

- 5 – Very likely
- 4 – Likely
- 3 – Fairly likely
- 2 – Unlikely
- 1 – Very unlikely

- 5 – Catastrophic
- 4 – Major
- 3 – Moderate
- 2 – Minor
- 1 – Insignificant

(1) List hazards **something with the potential to cause harm** here
 (2) List groups of people who are especially at risk from the significant hazards which you have identified
 (3) List existing controls here or note where the information may be found. Then try to quantify the level of risk **the likelihood of harm arising** that remains when the existing controls are in place based on the number of persons affected, how often they are exposed to the hazard and the severity of any consequence. Use this column to list the controls that you might take and develop all or some of that list into a workable action plan. Have regard for the level of risk, the cost of any action and the benefit you expect to gain. Agree the action plan with your team leader and make a note of it overleaf. If it is agreed that no further action is to be taken this too should be noted.

(5) ACTION PLAN

Action required:	Responsible person	Completion date

Action plan agreed with (signature)

Date