



## Snow Clearance & Gritting Policy

### **RATIONALE**

This policy for snow and ice clearance is based on the simple priority of ensuring the school site remains open yet safe at all times for staff, children, parents and visitors throughout periods of inclement weather. The first priority is to ensure access and exit to and from the school site for all school users. This must be done following the basic priority of safety for all users.

The policy is in place to allow a set procedure to be followed which is initially triggered by the Head Teacher making a decision on the safety of opening the school. Once triggered, the gritting procedure will be implemented. In the event that the Head Teacher feels that it is not safe to open the school, everyone will be contacted by text advising them of the decision to close the school. The Head Teacher will strive to make the decision as early as possible, taking into consideration difficulties that staff may face in getting into school and the forecast for the whole day. This will ensure that staff and parents can be informed prior to making a journey in what is likely to be difficult traffic conditions. On occasions, the decision making process may be delayed/changed due to severe snow occurring shortly after the decision to open the school has been relayed to staff/parents.

### **ROLES AND RESPONSIBILITIES**

#### **Head Teacher, Assistant Head and Office Staff**

1. Responsible for ensuring that school is fully equipped with appropriate snow clearing and protective equipment, and adequate stocks of rock salt and sand/grit etc.
2. Responsible for arranging caretaker cover to ensure snow and ice clearance is undertaken at the earliest possible time in the event of his absence due to him being unable to travel to school or illness.
3. Responsible for arranging caretaker duties to ensure snow and ice clearance is continued throughout the day if necessary.
4. Responsible for outlining in this policy (school gritting plan), the prioritisation of routes to be gritted and appropriate access routes to use during bad weather.
5. Responsible for ensuring that the gritting policy is made available to parents and carers via the school website.
6. Responsible for drafting and reviewing the school's' gritting plan every two years or immediately in the event of any changes to the school grounds.

#### **Caretaker**

1. Responsible for the immediate clearance of snow and ice in designated areas in line with the school gritting plan.

2. Responsible for ensuring that equipment provided to clear snow and ice is adequate for the purpose and maintained in a satisfactory condition and supplies of rock salt and sand/grit mix are monitored throughout the winter period and replenished promptly.
3. Responsible for temporary closing access areas around the school in line with the school gritting plan and displaying the appropriate signs and/or taping off these areas. Records of clearance and access route closures should be kept.
4. Responsible for informing the Head Teacher at the earliest possible time of inability to journey to school due to road conditions or illness.

### **Governing Body**

1. Responsible for agreeing the winter plan for the school including snow and ice clearing procedure.
2. Responsible for providing sufficient resources to implement the plan.
3. Responsible for monitoring that the snow and ice procedure is being carried out.

### **Staff**

1. Responsible for reporting to the caretaker/Head Teacher any situation where the recommended action contained within the gritting plan has not been carried out.
2. Responsible for safeguarding own and colleagues' health and safety in bad weather.
3. Staff should also wear footwear/clothing appropriate to the conditions.

### **Parents**

1. Responsible for adhering to the designated, gritted pathways in school.
2. Responsible for collecting their child during the day should conditions worsen.
3. Responsible for ensuring that the school has their up to date telephone numbers in order for text messages/telephone calls to be received.
4. Responsible for wearing suitable footwear for the conditions when bringing and collecting children from school.
5. Responsible for ensuring that their child is wearing sensible footwear and warm coats according to the conditions.
6. Responsible for supervising their child before and after school and ensuring that children do not play on any ungritted areas outside of the school day (before 8.50am and after 3.30pm).

It is everyone's responsibility to ensure their own safety. This is particularly important when there is a chance that an area may be slippery. It may be possible for paths to have become unsafe during the day when there is no caretaker cover available to grit the paths. It is therefore very important that extreme care is taken when coming on to the school premises later in the day. The paths along Princess Road are outside of the school's responsibility; if they are dangerous we will alert the Highways department to the situation and request their attention.

Good communication is essential. Parents receive a copy of specific severe weather instructions during the Autumn term, the Extreme Weather Conditions letter. Text messages will alert parents of any school closure or specific safety advice. It is expected that parents adhere to these instructions and pass all relevant information to friends and relatives who may also come to school to bring and collect children.

## Gritting Plan

- Safe Green Route (will always be gritted if the school is open) – pathway leading from the public footpath on Princess Road past the bike shed on the top playground, down the steps, through the wooden gate (adjacent to Class 2), around past the main school entrance and across the car park to the double metal gates.
- Amber Route (will be gritted in addition to the green route on typical icy days **but not in exceptional circumstances and/or extreme weather**. Parents and staff will be notified if this is the case by text, advising them it is a “Green Route Day”) – from the wooden gate (adjacent to Class 2) following the yellow metal fence around past the Foundation Stage building and the barked area, up to the Foundation entrance door (adjacent to the staffroom). The gritting will continue from this area, along the edge of the playing field to the Year 2 door. (Please be aware that the tarmacked area in front of the staffroom and Class 10 will not be gritted). The Amber Route will also run from the main school entrance along the path between the offices and car park and right at the corner of the Caretaker’s area down to the Year 1 door. The footpath from the public footpath on Princess Road nearest the bungalows will also be gritted down to the Year 1 door.
- Red Areas – The top playground, the slope down to the lower playground, the staff car park and the area in front of the staffroom and Class 10, **will not be gritted. Extreme caution should be exercised when moving from a vehicle to the pathway and when manoeuvring a vehicle around the car park.** If time and weather conditions allow, these areas may be cleared during the day but the assumption should be made that care must be taken.

### Please note:-

- It is not practical to grit large areas of grounds, therefore if it is thought that playground areas are unsafe due to underfoot conditions they will not be used during the day. However, should the Head Teacher decide that it is safe for the children, they will be permitted to play out during playtime and lunchtime.
- At the beginning/end of the day adults collecting children must use the clearly gritted pathways.
- It may be possible for paths to have become unsafe during the day when there is no caretaker cover available to grit the paths. It is therefore very important that extreme care is taken when coming on to the school premises later in the day.
- The paths along Princess Road are outside of the school’s responsibility; if they are dangerous, we will alert the Highways department to the situation and request their attention.



**Safe Green Route** = will always be gritted

**Amber** = will be gritted if time allows

**Red** = CAUTION will not be gritted

Key:

1 = Gate onto top playground from Princess Road

2 = Gate to Year 1 path from Princess Road

3 = Year 1 door

4 = Year 2 door

5 = Foundation door (Class 3 & Nursery gate)

6 = Gate to Class 4 door

7 = Gate to Class 2 door

8 = Pathway to MPJS (junior school land)

9 = Main School Office Entrance

10 = Foundation Barked Area



**Market Weighton Infant School**

## Gritting Plan for Extreme Weather Conditions