



Challenge, Equality & Opportunity

School Gritting Plan for Snow and Ice

RATIONALE

This policy for snow and ice clearance is based on the simple priority of ensuring the school site remains open yet safe as much as is possible for staff, children, parents, carers and visitors throughout periods of cold and icy weather. The first priority is to ensure access and exit to and from the school site for all school users.

The policy is in place to allow a set procedure to be followed which is initially triggered by the Headteacher 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, staff will be contacted by text/WhatsApp and parents and carers by text/email advising them of the decision to close the school. The Headteacher will 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/carers can be informed prior to making a journey in what is likely to be difficult traffic or walking 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 made and shared or if there is further information about the site safety that was previously not known.

ROLES AND RESPONSIBILITIES

Headteacher, Deputy Head and Office Staff

- Responsible for ensuring that school is fully equipped with appropriate snow clearing and protective equipment, and adequate stocks of salt and sand/grit etc.
- Responsible for arranging caretaker cover (via NCC) 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.
- Responsible for arranging caretaker duties to ensure snow and ice clearance is continued throughout the day if necessary.
- 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.
- Responsible for ensuring that the gritting policy is made available to parents and carers.
- Responsible for drafting and reviewing the school's' gritting plan every three years or immediately in the event of any changes to the school grounds.

Caretaker

- Responsible for the immediate clearance of snow and ice in designated areas in line with the school gritting plan.
- 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 salt and sand/grit mix are monitored throughout the winter period and replenished promptly.

- Responsible for temporary closing access areas around the school in line with the school gritting plan and displaying the appropriate signs and/or closing off these areas.
- Responsible for informing the Head Teacher at the earliest possible time of inability to journey to school due to road conditions or illness.

The Governing Body has responsibility for

- agreeing the winter plan for the school including snow and ice clearing procedure
- providing sufficient resources to implement the plan
- monitoring through communication with the SLT or by attending site (staff and parent governors) that the snow and ice procedure is being carried out

Staff have responsibility for:

- contacting the Headteacher as early as possible if they are not able to make the journey into school by car, foot or public transport
- reporting to the Caretaker/Headteacher any situation where the recommended action contained within the gritting plan has not been carried out
- safeguarding own and colleagues' health and safety in bad weather
- wearing footwear/clothing appropriate to the conditions
- reporting any health issues to senior management which could be exacerbated by severe snow or ice, or where they have any other concern/worry which may be linked to weather conditions

Parents & Carers have responsibility for:

- adhering to the designated, gritted pathways in school
- ensuring that the school has up to date contact details for all contacts listed
- seeing and responding to communications from school
- coming to school to pick up children if necessary
- wearing suitable footwear for the conditions when coming to and from school
- ensuring that their child is wearing appropriate footwear when coming to and from school and for the school day as children will play outside if possible
- supervising their child on the way to and from school and when on site
- ensuring children adhere to the gritted pathways
- driving and parking with extreme caution and awareness of others

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 temperatures are low, particularly to the rear of the building (yard and courtyard) where there is no exposure to the sun. It is therefore very important that extreme care is taken when coming out of the building on to the school premises later in the day. The paths on Primrose Lane and any areas outside of the green fence and gates (school perimeter) are not the school's responsibility.

Parents/Carers receive specific severe weather instructions as soon as possible through text messages and/or email informing of any school closure or specific safety advice. It is expected that Parents/Carers 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 – Extreme Weather

Red Route (red line on map) for Extreme Weather – this is the minimum which will be gritted, and if possible, cleared in extreme weather (snow and ice) if school is open. This will be two pathways leading from the public footpath on Primrose Lane onto the internal paths to the main entrance (this will be used by Reception, KS1 and KS2). If possible, weather and time permitting, an additional route will be gritted to the Reception outdoor area at the front of school for Reception.

Staff will be on site to show children where to enter school when usual doors are not accessible.

Staff arrival on site from 7.00am to 8.30am:

Staff park in the middle bays of the car park and therefore do not have direct access to this path. Staff should take extreme care when exiting their vehicles as the bays will not be gritted and could be slippery. In addition, if staff arrive before school is open, the red route might not be gritted at this time. If a member of staff feels they cannot exit their vehicle safely and make their way to the gritted path, they should telephone a member of SLT or the Caretaker for assistance. Extreme caution should be exercised when driving around the car park and parking. If time and weather conditions allow, these areas may be cleared during the day but the assumption should be made that grit has not been applied here.

Parents/Carers and Visitors arrival on site for pick up and drop off or visits to school:

The red route will be gritted. Parents/Carers and visitors should take extreme care when exiting their vehicles as the bays will not be gritted and could be slippery. If anyone feels they cannot exit their vehicle safely and make their way to the gritted path, they should telephone the school office and wait for assistance. The areas around the disabled bays will be gritted and should be used only by blue badge holders or people who have sought permission and made a prior agreement with school. Extreme caution should be exercised when driving around the car park and parking. If time and weather conditions allow, these areas may be cleared during the day but the assumption should be made that grit has not been applied.

GRITTING PLAN – Icy Days, frost and light snow

Green Route (green line on map) for Icy Days, frost and light snow

The green route will be gritted in addition to the red route on days which are icy or when there is a light covering of snow.

In addition to the red route, the path around the perimeter of the car park will be gritted and the paths to the east and west stairs will be gritted. The areas around the Disabled bays will be gritted and should be used only by blue badge holders or people who have sought permission and made a prior agreement with school.

It is unlikely that there will be time for the site staff to grit any further than this area. On these days, KS2 and Y2 will enter as usual, Y1 will enter via the West Stairs and Reception via the front door or through their outdoor area at the front of school.

Parents/Carers, staff and visitors should take extreme caution when exiting vehicles. All people parking on site should assume that the areas around the bays have not been gritted. If this presents a particular risk and anyone is concerned that they cannot safely exit their vehicle when parked on site, they should make other arrangements for travel or inform us of their arrival so that we can assist if it is safe for us to do so. Extreme caution should be exercised when driving around the car park and when parking.

There will be days when we are able to grit and/or clear a path to the hall doors or as far as the east stairs but not the full distance to the Y2 classrooms and the west stairs. On all days where there are changes to access, we will communicate this to parents by text/email or staff will be at key points on site to direct parents and carers.



All site users should be aware that:

- The large car park area will not be gritted beyond the access routes shown above.
- In extreme weather conditions, the car park could be closed.
- 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 or will be partially used during the day.
- At the beginning/end of the day, adults collecting children must use the clearly gritted pathways and should not allow children to play on any of the outdoor areas.
- It may be possible for paths to have become unsafe during the day it is therefore very important that extreme care is taken when coming on to the school premises later in the day.
- In extreme conditions, the Headteacher and site staff could make decisions and inform people of different access arrangements which are not described above

Policy agreed by GB December 2023

To be reviewed every two years or every time there is a change to the building or site which affects access or the routes.