



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. 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 Principal making a decision on the safety of opening the school. Once triggered, the gritting procedure will be implemented. In the event that the Principal 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 Principal 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 replayed to staff/parents.

Roles and Responsibilities

Principal, Vice Principal and Academy Manager

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 time in the event of Caretaker absence due to 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 ensuring the gritting policy is made available to parents and carers via the school website.
5. Responsible for drafting and reviewing the school's gritting plan every 2 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 informing the Principal at the earliest possible time of inability to journey to school due to road conditions or illness

Academy Committee

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 Principal/Caretaker/Premises Manager 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 children during the day should the 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 to/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 8.40am and after 3.20pm).

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 footpath outside of school, Boulton Street, is outside of the school's responsibility.

Description of practice

At St. George and St. Martin it is not practical to grit the entire site, but as part of the snow clearance & gritting policy, safe routes have been identified and communicated to staff, pupils and parents.

There is a gritting priority plan included at appendix 1.

The Caretaker will access the site on arrival at 6.30am. The Caretaker will assess the condition of the site and commence the snow clearance and gritting procedure in preparation for staff, pupils, parents and visitors arriving on site.

At playtimes a decision as to whether children are to be allowed outside will be made by the senior teacher on duty in conjunction with a member of the Senior Management Team.

In extreme cases the Principal may decide that there is no option but to close the school if there is presented a severe health and safety risk. If this is done the Chair of the Academy Committee and a senior member of the Central Team will be informed. Text messages will alert parents of any school closure or specific safety advice.

An answer phone message will be recorded in the event of heavy snow to inform parents of recent developments and any impending closure.

Should there be snow fall during the day or a need for gritting to take place during the day, the Principal ensures all paths are clear and gritted.

Expectations of users

Good communication is essential. Parents receive a copy of specific instructions during the autumn and winter months via school newsletters.

Children will have the processes explained to them in the classroom. 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 fetch children.

During these conditions we all have difficulty getting to our place of work and dropping off children around the city, we ask parents to be responsible and plan more time for their journey, suitable footwear for having to walk further, wrapping up to keep warm etc., parents should not expect to be able to park close to the school at these times.

Parents, staff and visitors are expected to use the gritted paths rather than walk across the snow and ice.

Should any pathways need to be removed from action, all users will be informed via letters.

Signed by:

Chair of Academy Committee Representatives.....Date

Principal Date

