



Snow and Ice Policy

Dec 2023

Accepted by Governors

September
2027

Date for Review

1.0 Policy Aims and Objectives

- 1.1 Christ Church CE Academy's policy aims to maintain safe access across the school site as far as reasonably practical.
- 1.2 All reasonable efforts will be made to ensure the school remains open as normal and partial closure will always be considered before the decision is made to completely close the school.

On occasions adverse weather means that the school site is unsafe and poses health and safety risks to the school community.

Staff who live locally will be in school to keep the school open if at all possible.

A decision to close the school would never be taken lightly. This would involve both the Senior Leadership Team and the Premises Supervisor. The first consideration is always the safety of the children. In adverse weather conditions, where staff live some distance from the school, the journey to school may be too hazardous for them to set out and, once here, equally hazardous for them to get home. Health and Safety risk assessments mean that we cannot open the school if there is insufficient staff to properly supervise the children.

A decision will be made before 7.00 am as to whether the school should be open or needs to be closed.

In the event of closure, the school will send text messages via Teachers2Parents and place a notice on the Kirklees website (school closure section).

We will always do everything in our power to avoid school closure.

2.0 Responsibilities

2.1 Executive Head Teacher

Ensure means of access, egress and routes across the school are safe for employees, pupils and visitors and that adequate arrangements are made to ensure that the risks from snow and ice are minimised. In circumstances when safe access, egress and safe routes cannot be achieved, close or partially close the school and communicate the closure/partial closure to all relevant parties as soon as possible.

Consider how snow and ice may affect the operation of the school e.g. transport difficulties in getting to school and the availability of staff and other services. Have a clear understanding of where staff are having to come from so that an assessment can be made as to whether we can have sufficient staff to ensure pupil safety. Have rehearsed a number of scenarios in terms of the number of staff we would need to keep school open.

The Executive Head Teacher will liaise with the Premises Supervisor by 6.30 am in the event of heavy snow. An assessment and risk assessment will be conducted by the Premises Supervisor as to whether the site can be sufficiently cleared and made safe.

2.2 Head of School

The Head of School who will publish a closure or part closure notice on the Kirklees Council website and will inform staff and parents by 7.00 am via text message (Teachers2Parents) of a closure or partial closure.

The Head of School will make the decision on the suitability of the playground surfaces and the use of them by the children during icy/snowy weather.

SLT/Phase Leaders/Premises Supervisor/Business Manager will contact staff using the details from the snow list contact sheet they have been issued with.

2.2 Business Manager

Work with SLT and the Premises Supervisor to annually review the snow and ice policy, associated procedures and risk assessment and implement changes if and when necessary.

Proactively monitor current conditions and react to changing priorities e.g. communicating the temporary closure of playgrounds/pathways.

2.3 Premises Supervisor

Commence the immediate clearance of snow and ice in designated areas, in line with the procedures and shown on the site map (Appendix 2).

Ensure sufficient supply of suitable equipment and salt grit are available in order to meet demand.

Ensure equipment provided to clear snow and ice is maintained in a satisfactory condition.

2.4 All Staff

Be aware that when areas have had salt grit applied, it is not a guarantee that the paths are completely safe or slip-proof; they should travel with caution when moving around site.

Be aware of the risk assessment in place for snow and ice (Appendix 1) and take responsibility for following the designated routes when such conditions exist.

Safeguarding their own, colleagues' and pupils' health and safety.

Ensure appropriate footwear is worn to reduce the risk of slips, trips and falls.

Report any internal wet areas/external icy patches to the main office who will inform the Premises Supervisor to enable the Premises Team to position wet floor signs/mop up any excess water/re-apply salt grit.

3.0 Clearance Procedures

During severe weather Premises staff will suspend their duties and priority will be given to clearing snow and ice.

All site Premises staff will be provided with suitable equipment and Personal Protective Equipment.

In order of priority shown on the site map (appendix 2), treat paths with salt grit to maintain safe access, egress and routes across the site.

Where snow has fallen, clear a path 1 meter wide in order of priority shown on the site map (appendix 2) and treat cleared paths with salt grit to maintain a clear pathway especially where temperatures remain below freezing.

Routes will be regularly checked throughout the day to ensure freezing or further snow coverage has not occurred. Additional care should be taken when clearing sloping pathways and steps, it may be necessary for safety reasons to consider the temporary closure of some non-essential areas of the premises (e.g. playgrounds etc.) to avoid risks to staff pupils or visitors.

There is no advantage in applying salt grit to deep snow; snow should be cleared in the first instance.

The gritting of roads and pavements outside of the school site are dealt with separately by the Highways Department.

4.0 Priority Order for Application of Salt Grit/or Clearing Snow

Icy conditions

- 1) Main drive through to kitchen entrance – marked in yellow
- 2) Path along front of school to reception class gates - marked in pink
- 3) Reception class gates to Wiggan Lane - marked in blue
- 4) Playground entrances – marked in orange

Snow

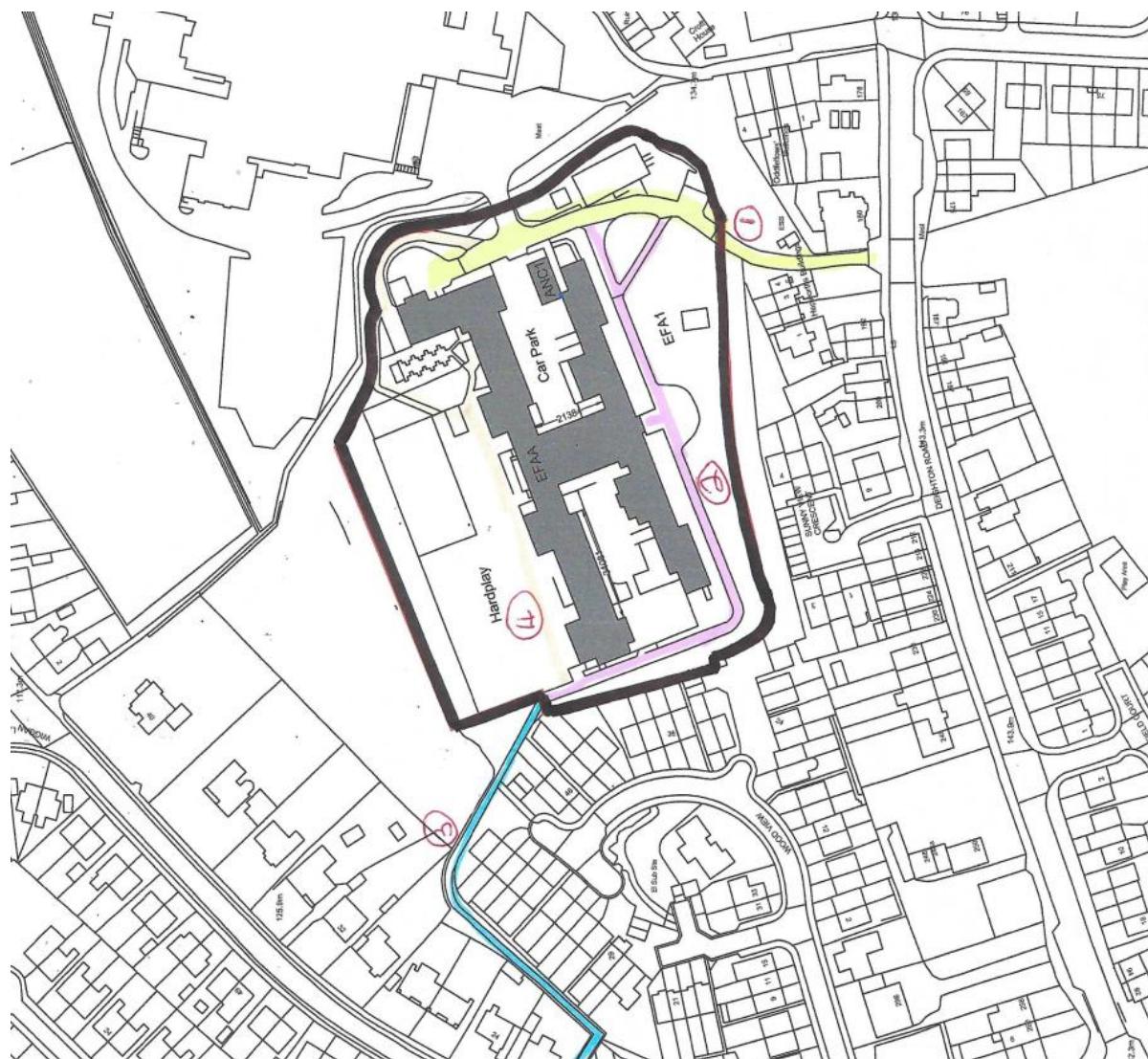
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Appendix 1

Snow and Ice Risk Assessment

1. Hazard	2. People Affected
Snow and Ice	Employees, Premises Supervisor, students and visitors.
3. Risks and Controls	
Risks to Employees, Students and Visitors	
Risk	Control
Slips, trips and falls	<ul style="list-style-type: none">• Staff are aware of the snow and ice policy, risk assessment, procedures and routes to be followed and reinforce these to pupils and visitors.• Barrier matting in place at all entrances.
Risks to Premises Supervisor	
Risk	Control
Manual Handling	<ul style="list-style-type: none">• Staff member trained in manual handling techniques.• Where possible, purpose built push or motorised equipment is used e.g. salt grit spreader and snow plough.
Exposure due to low external temperature	<ul style="list-style-type: none">• Protective warm clothing including hat and gloves.• Take regular breaks.
Slips, trips and falls	<ul style="list-style-type: none">• Footwear that is appropriate for the conditions.• Adopt route which minimises the need to walk over uncleared areas, clearing heavily used paths first.
Injury caused by salt when spreading	<ul style="list-style-type: none">• Goggles and cut resistant insulated gloves worn.
Exhaustion	<ul style="list-style-type: none">• Take regular breaks

Appendix 2



- 1) Main drive through to kitchen entrance – marked in yellow
- 2) Path along front of school to reception class gates - marked in pink
- 3) Reception class gates to Wiggan Lane - marked in blue
- 4) Playground entrances – marked in orange