

Severe Weather Policy



RENAISSANCE EDUCATION
Specialist Therapeutic Schools



Approved by:	Jayson Rawlings	Date: September 2024
---------------------	-----------------	-----------------------------

Last reviewed on:	September 2024
--------------------------	----------------

Next review due by:	September 2027
----------------------------	----------------

Aims and Objectives

Maple House school's (CHANGE NAME ACCORDINGLY) policy aims to maintain safe access, egress and routes across the school site as far as is reasonably practical within the resources available. All reasonable efforts will be made to ensure the school remains open as normal and partial closure will always be considered before the decision to completely close the school.

Due to the nature and location of the site it is recognized that, once here, its students and staff can transition around the building with minimal need to go outside with the exception or unstructured break times. These times will be dynamically risked assessed on the day considering all relevant factors.

These procedures do require key staff to exercise careful judgement in prioritizing key access, egress and routes around the site and exercising their own initiative ensuring their own and others' safety during times of ice and snow.

Responsibilities

Headteacher

- Formally review the policy on an annual basis.
- Ensure means of access, egress and routes across the school are safe for employees, students 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 and with the agreement of the Proprietor and Executive Headteacher, close or partially close the school and communicate the closure/partial closure to all relevant parties.
- 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.
- Advise parents and students of the risks during ice and snow and the importance of suitable footwear.

Site maintenance team

Develop procedures and maintain records to include:

- Generic risk assessment for clearance of snow and ice from site and communicate procedures and methods of work to Premises staff.
- Written and recorded 'day specific' risk assessment for clearance of snow and ice from site and communicate procedures and methods of work to Premises staff.

- Site map detailing order of priority for clearing of snow and ice and communicate to Premises staff.
- Proactively monitor the weather forecast and initiate preventative measures to manage risks from snow and ice.
- Proactively monitor current conditions and react to changing priorities, e.g. communicating temporary closure of playgrounds/pathways, amending/ increasing working hours of Premises staff to deal with increased levels of snow and ice.
- Ensure a sufficient supply of suitable equipment, Personal Protective Equipment and salt grit/other materials are available in order to meet demand.
- Communicate any specific issues to staff as required following reactive monitoring.
- Immediate clearance of snow and ice in designated areas, in accordance with the procedures and risk assessment and as shown on the site map.
- Ensuring equipment provided to clear snow and ice is maintained and in satisfactory condition.
- Temporary closure of designated areas until cleared. Such areas should be clearly marked, e.g. signage, tape etc.
- Maintain records of clearance and temporary closures

Clearance Procedures

During severe weather, site maintenance team will suspend their other duties, and priority will be given to clear snow and ice. They will be provided with suitable equipment and PPE to carry out their duties.

In order of priority shown on the site map, treat paths with salt grit/other materials to maintain safe access, egress and routes across the site.

Identify any particularly dangerous areas which require extra care and should be checked/treated more frequently e.g. steps, slopes, gullies which may be hidden etc.

Where snow has fallen, clear a path 1 meter wide in order of priority shown on the site map and treat cleared paths with salt grit/other materials 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 does not occur. 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. steep pathways, play areas, etc.) to avoid risks to staff, students or visitors. An assessment of the situation will be made by the Headteacher.

To gain the most economical and environmental solution the minimum amount of salt grit should be used. As a guide a good handful is sufficient to treat 1m².

There is no advantage in applying grit salt/other materials to deep snow; this should be cleared from the path first.

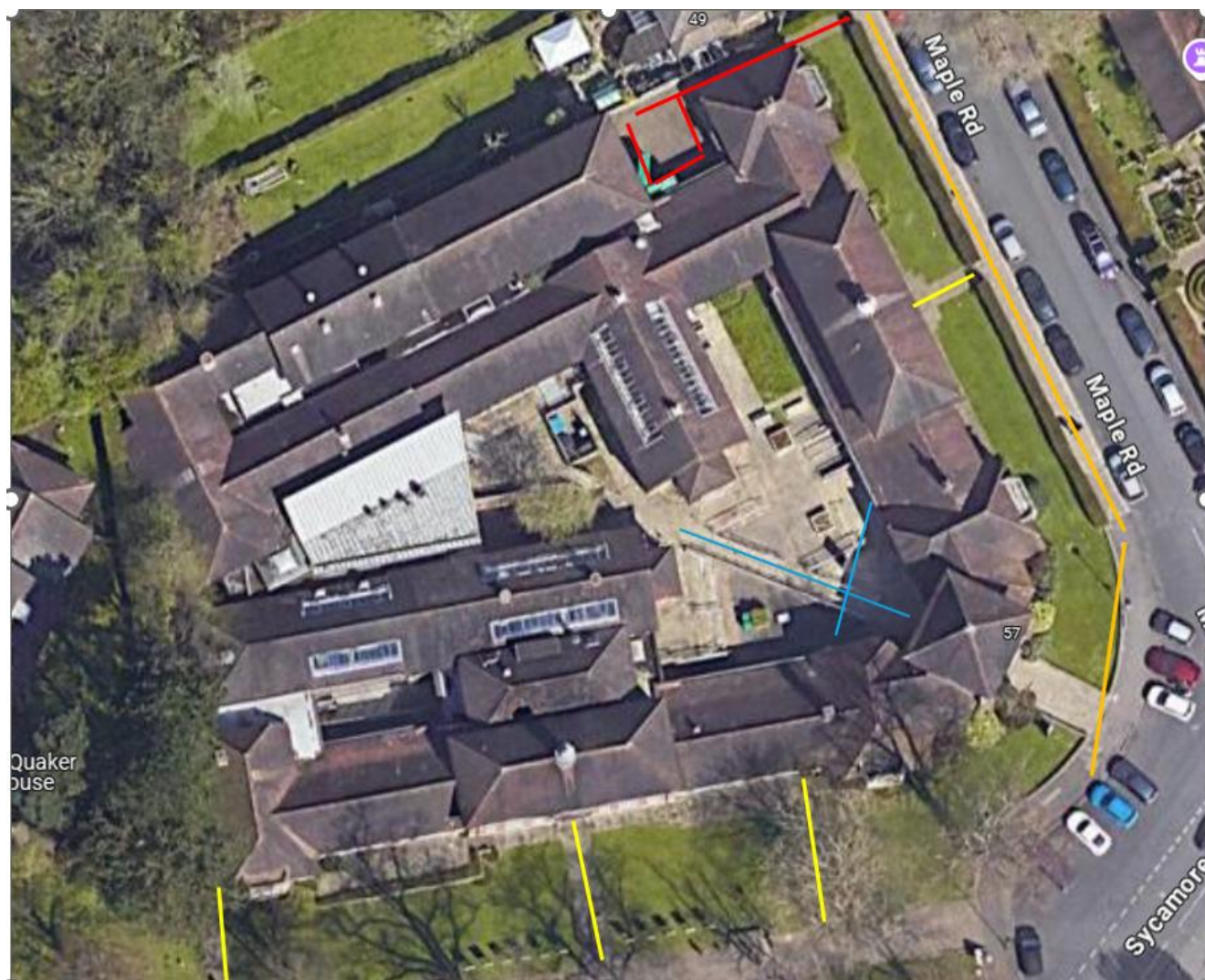
When severe weather is forecast site staff will spread salt grit/other materials the night before as well as on arrival at 6am or earlier by arrangement.

In extreme conditions, the Headteacher will investigate the snow clearing services at the local authority.

The gritting of roads and pavements outside the site (Maple Road and Gatehouse area) can be considered for clearance to support safe access to the site, but **only** if it will not increase any risk to the public.

Site map and order of Priority

ADD MAP PER SCHOOL.



1. Reception area and entrance path (red)
2. Hub to dining hall and sloped path (blue)
3. Fire exits (yellow)
4. Pedestrian walkways and gate house area (amber) (only after consultation with the headteacher)

Risk Assessment

Hazard	People affected
Snow and Ice	Employees, students and visitors

Risks and controls	
Risk	Control
Slips trips and falls	Staff aware of the Snow and Ice Policy, risk assessment, procedures and routes to be followed and reinforce these to students and visitors.
	Staff to report any internal wet areas/external icy patches to the Main Office who will then inform the maintenance staff.
	Sensible footwear to be worn by staff and the need communicated to students
Risks to maintenance staff	
Risk	Control
Manual Handling	All staff trained in manual handling techniques and use of snow and ice clearing equipment.
	Where possible, purpose built push equipment used, i.e. spreader and snow plough.
Exposure due to low external temperature	Protective, warm and waterproof clothing including hat and gloves worn.
	Take regular breaks.
Slips trips and falls	Suitable footwear available
	Adopt route which minimizes the need to walk over uncleared areas, clearing heavily used paths first.
Injury caused by salt when spreading	Goggles and cut resistant insulated gloves worn.
Exhaustion	Take regular breaks