

Gritting and Snow Clearance Policy

November 2023



REVIEW YEARLY unless changes to regulations, site, personnel or procedures make earlier review necessary

Review Date	Amendments	Reviewer
15-11-19	None	E Sandbach/R Chandler
02/12/20	Changes to gritting areas due to Covid 19 (additional areas behind cones where parents wait). Changes to use of the front door if playground cannot be cleared (strict staggered start times).	E Sandbach/R Chandler
15/11/21	Updated comms channels to include Facebook. Removed references to one way systems. Updated SCC school closure website address and alert website.	E Sandbach/R Chandler
28/11/22	Added in duties of the relief janitor in the event of staff absence.	E Sandbach/R Chandler
29/11/2023	None	E Sandbach

GRITTING POLICY

1. Introduction

It is essential that a school exercises its full duty of care and ensures safe access to and from the school entrance, and whilst moving around the school during the day, for all staff, pupils, parents and visitors. It is also essential that assessments are made to establish the risk in plenty of time - at the beginning of each day, during the day and at the end of the school day to ascertain the need to implement the gritting policy or not.

2. Procedures

2.1 In the event of icy weather conditions it is not practical to grit the entire site, but as part of the gritting policy, safe routes have been identified and communicated to staff, pupils and parents. There is a gritting priority plan. (See appendix 1)

2.2 A site survey will be carried out by the site technician/relief janitor each morning. This will determine if the identified safe routes require gritting or not. The site technician/relief janitor will commence gritting procedures on arrival to the site. The relief janitor should seek advice from the Principal as necessary (the office manager and Principal to assist with gritting in the absence of the site technician). Staff should be aware of this when parking and walking from their cars to the school entrance. Grit will be made available for use by staff should they arrive before any action can be taken (buckets are stored in the boiler room, along with a grit spreader, bags of grit are stored in the yellow grit bin behind the shed by the bins on the car park).

2.3 It is common practice for the perimeter gates to remain locked in the mornings so that entry into school can be controlled, thereby minimising the risks to children, parents and visitors. **If gates are locked please access the school using the main entrance.**

2.4 At **playtimes** a decision as to whether children are to be allowed outside will be made by the Principal. If applicable, children may be allowed outside but areas restricted.

2.5 Gritting may need to be done at other times (during the day, or at the end of the day) if the weather deteriorates and if gritting would assist safety.

2.6 In extreme cases the Principal may decide that there is no option but to close the school if there is a severe health and safety risk. If this is done the Chair of the Local Academy Council, the Staffordshire University Academies Trust and the Staffordshire School Closures website will be informed. A text message will be sent to all parents through Teachers2Parents.

2.7 Good communication is essential. Parents receive a copy of specific instructions via the newsletter (see appendix 2), text messaging service, Facebook and the website. Children have the processes explained to them in the classroom or during assembly. 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.

2.8 During these conditions everyone will have difficulty getting to their place of work and dropping off children. Parents should be responsible and plan more time for their journey. Children should have suitable footwear for walking to school, if needed, and wrap up to keep warm for outdoor play. Parents should not expect to park close to the school, but especially not at these times.

2.9 Parents and visitors must use the gritted paths rather than walk across the snow and ice. Gritting will not be done on the pavements outside the school.

3. Monitoring and Evaluation

This policy will be reviewed by the Local Academy Council every year, or earlier if required.

Appendix 1 - Gritting and snow clearance area

Site technician/relief janitor to clear a 1m path from the school gates to the main entrance and spread a fine layer of grit. The car park to be cleared if practicable and possible and a fine layer of grit spread.

The playground will not be cleared. If practicable the site technician/relief janitor will also clear a 1m path from the gate at the back of the school (accessed from Lightfoot Road) to each classroom door (Years 1 to 4). A path will also be cleared from the front of the school to the Nursery and Reception and classrooms, as well as The TP. **If all these routes cannot be cleared before school opens the site technician/relief janitor will only clear the front path to the front entrance of the school and all children will enter school through the foyer.** In this instance the back gate will remain locked to ensure parents and children cannot access the ungritted/or snow covered playgrounds. Access arrangements will be text out to all parents.

These actions will be reviewed during the day and repeated if necessary.

Appendix 2 - Sample newsletter message

Emergency School Closures

With the season of winter almost upon us a reminder that in case of bad weather conditions any school closure will be announced on the Staffordshire County Council [website](#)

Headteachers can now update this web site in real time, allowing parents to get up to date information on their child's school in the quickest way possible.

You can now sign up for school closure alerts via text message and email from Staffordshire County Council, so that you can be notified immediately when the school informs them of a closure. The alerts system includes school closures and a wide range of other county council services. Follow this link to register <https://apps2.staffordshire.gov.uk/scc/customeralerts/>

We will also endeavour to send out a text message to all parents. The school office will be manned from 8:15 a.m., assuming that staff will be able to travel and any decision regarding closure will be made as soon as possible. Please ensure that the school is open before leaving your child.