

Snow and Ice Clearing policy.

This procedure is for guidance and to ensure current best practice is followed. Use in conjunction with appropriate risk assessments and the sites ice clearance & gritting plan. We lease our site from Pickering Community Infant and Nursery School. Their staff are responsible for the wider planning and arrangements of the snow and ice clearance on their paths but we recognise that our staff and children use their paths to access our building so cannot ignore this issue. We must therefore observe their instructions or wishes in respect of cold weather arrangements. If the need arises we should agree to help with the snow / ice clearance on access routes around the wider school site. We will have a person responsible for snow and ice clearance and whom with liaise with the school in this respect to ensure access is maintained across the site.

Our Responsible Person is: **R Allenby.**

Duties of the Responsible Person

- Responsible for ensuring that our site is fully equipped with appropriate snow clearing and protective equipment.
- Responsible for ensuring of adequate stocks of rock salt and sand/grit etc. Monitoring of and maintaining adequate stocks throughout winter.
- Responsible for ensuring snow and ice clearance is undertaken at the earliest possible time.
- Making an assessment for prioritisation of clearance for routes and access.
- Communicate to staff any prioritisation of routes. In turn staff will then communicate to parents.
- Responsible for checking weather forecasts in advance.
- Making a visual check around the building that may be a hazard, eg. Icicles, prior to opening.

At their earliest opportunity all staff and volunteers are responsible for reporting building defects to the Chairperson. ie, leaks, broken heating, damage arising from snow / ice etc. The Chairperson will notify the school office staff and take guidance on whether we or school will arrange repair or correction.

Method of clearance

A pathway of at least one metre wide (1.5 metres if possible) will be cleared; this will allow suitable access for pedestrians and pushchairs/wheelchairs. Snow and ice will be completely removed using a snow scraper or shovel, snow and ice will NOT be brushed, or dissolved using hot water, as this will make surfaces more hazardous. Once the path has been cleared rock salt will be used to assist in providing extra grip. Paths will be regularly checked throughout the day to ensure re-freezing or further snow coverage has not occurred.

Additional care is 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 school (e.g. the sloping path to the small playground) to avoid risks to staff, pupils or visitors. An assessment of the situation will be made by site staff in conjunction with the Manager / Deputy.

All persons clearing snow will be provided with suitable snow scrapers, shovels, rock salt, wear protective gloves, footwear and clothing (i.e. including high visibility vests), and take regular breaks from the task.

Where icicles present a risk to site users they should be removed using safe systems of work i.e. avoid working at heights. Given that our site is small this may including lone working. Working at height must not be undertaken whilst lone working.

Prioritisation of Routes

PATHS - should be made as clear and gritted as soon as possible. The priority will be as follows:

Priority 1

- The front / step access.
- The back emergency escape route to the hedge gate.

Priority 2

- Confirming that the school paths that lead to our front gate are clear and gritted.

Priority 3

- The sloping path access to the small school playground. This is the quickest route to the school fire assembly point.

Priority 4

- Clearance on the small school playground. This is subject to approval by school and may not be possible once children are on the school site after morning opening.

This policy was adopted at a meeting of Pickering Pre-School Playgroup held on 31st August 2023.

Date to be reviewed – Before end of August 2024.

Signed on behalf of the management committee

Name of signatory – Richard Allenby (Chairperson).