



Winter Weather Procedure

Procedure for dealing with ice, snow and other adverse/prolonged winter weather conditions.

AIM OF THIS PROCEDURE

The aim of any procedure is to provide, as far as is reasonably practicable, safe access for staff, students, members of the public and vehicles.

Procedures may involve gritting, snow clearing and closure of some routes. All reasonable efforts will be made to ensure that the academy stays open as normal.

During the winter period the following procedures will apply to minimise the risks associated with ice and snow conditions.

PLANS FOR CLEARANCE OF SNOW AND ICE

Gritting will be carried out by the Site Team when frost, ice or snow is forecast or when walkways are likely to be damp or wet and the ground temperatures are at, or below freezing.

Rock salt and grit will be **applied as soon as practicable**. For gritting requirements of a weekday morning, the site team open the academy at 7am therefore salt and gritting works will be provided shortly after this time. During school holidays, the academy will be open from 8am therefore salt and grit will be applied slightly later.

At SUA, in the event that Saturday School is running, where the forecast for the next day is below freezing for the early hours of the morning (to be assessed on the Friday afternoon) the site team will arrive half an hour early to the planned opening time to salt and grit the car park and routes to the main academy entrance as per the below specification.

Please note, salt does not always work instantly; requiring sufficient time to dissolve therefore should staff arrive at the academy early exercise plenty of care and ensure they are wearing suitable footwear for walking across possibly icy surfaces. If a thaw is expected clearance work will be done only in key areas, e.g. steps and heavily used traffic areas. Salt will be re-applied if it is expected to refreeze.

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PATHS, DOORS AND ACCESS ROUTES

The priority will remain to clear pedestrian entrances and pathways, with a particular focus on steps and sloping areas. Pathways will be cleared to a width of 1 metre - rock salt with grit will be applied. As time permits, other pathways to entrances and between buildings will be cleared and gritted.

CAR PARKS

Car parks **will not be totally cleared**, however; a path will be cleared and treated with salt/grit for vehicles to gain access to the car park. Pathways leading from car parks to building entrances will be cleared and treated with salt/grit to maintain a clear pathway.

Vehicle-only entrances and roads will be the lowest priority for clearance unless they have steep slopes where cars are at risk of sliding or getting stuck.

OUTSIDE AREAS – BREAK TIMES

Where outside areas remain excessively slippery due to compacted snow and ice, it may be necessary for the areas to remain out of bounds. A decision will be made by the SLT and communicated to all staff. A decision will be made by SLT and communicated to staff and students if it is necessary to close the academy field.

LETTING AND COMMUNITY USE OF ACADEMY PREMISES

Where the academy premises are used by organisations outside normal working hours (e.g. lettings/community use) the Site Team/Estate Coordinator for SUA will provide a copy of these procedures and arrange for any additional relevant risk assessments to be completed. The site team will notify lettings of any cancellations due to adverse weather conditions.

LONG TERM SEVERE WEATHER

In the event of prolonged periods of severe weather and stocks of rock salt diminishing, the above areas listed will be reviewed in order to ensure stocks levels are maintained for high risk areas. The winter weather procedure may be reviewed accordingly for periods of extended adverse weather conditions.

ACADEMY CLOSURE

In the event of academy closure, staff will communicate the closure via line management by following the snow line communication tree. In the event that the academy is closed for more than one day, the snow line will again be utilised to communicate this information to staff on each day of academy closure, as early as possible.

COMMUNICATION WITH PARENTS AND/OR CARERS

Admin support will send text messages to parents/carers to provide notification in the event of academy closure. The PA to the Principal will be responsible for updating the website with this information. In the event that the academy is closed for more than one day, admin support will send text messages to parents/carers using ParentPay on each day the academy is closed and the website will be updated accordingly.