



Snow and Ice Management Plan

PLAN OF ACTION

CLOSURE AND COMMUNICATION PROCEDURE

- Principal makes the decision if the Academy should be closed after update re: status of Academy/local roads (6.30am).
- J Owens to liaise with facilities and catering staff.
- K Brown/S Hanna text to all parents and staff informing them of closure.
- J Owens to contact Vice Principals.
- LA/SCC to be notified of Academy closure and kept updated on a regular basis.
- Relevant agencies to be called to clear snow if at all possible.

EARLY DISMISSAL DUE TO ADVERSE WEATHER

- Contact SCC/LA to advise of early closure, if necessary.
- Send message via Parent Reach to all parents and staff i.e. cleaners etc.
- Display notice that Academy is closed.
- Supervise any students in the main hall until parents can collect them or we are certain that they are not returning to an empty house.
- Staff – after consultation and careful consideration of all the information gathered, any member of staff whose safety is deemed to be at risk if they stay at the Academy will be allowed to make their way home.

FACILITIES / SECURITY ROLE

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- Making sure ice snow management is a priority.
- Evaluate the weather forecast to pre-plan gritting schedules.
- Regular updates will be sent directly to the security team.
- In addition, security should continue to check the perimeter for severe weather conditions.
- Communication between facilities team and security team to ensure effective gritting and snow clearing.
- Ensure PPE supplied to gritting and clearing personnel:
 - Hi-visibility jackets.
 - Boots or wellingtons.
 - Gloves.
 - Hats.
 - Goggles for use when gritting.
- Ensuring that motor fuels, anti-icing and anti-skid supplies are available and confirm quantities.
- Reviewing regularly this plan and ensuring it is understood by all snow/ice management team.

- Regular inspection of equipment such as, walk-behind ploughs shovels and gritting equipment salt spreaders. Replacement if necessary.
- Each team Member will have a copy of and understand the snow and ice management plan.
- All team members will be responsible for the implementation of this plan.
- Operation of noisy equipment will be kept to a minimum between 7am-7pm.
- Complete report on any issues and improvements to be made to plan.

MINIMUM GRITTING OPERATIONS

- 4ft path to all heavy use entrance/exits.
- Main reception to be cleared as a priority, with student services for students if possible.
- Gritting on main traffic ways and disabled walkways.
- Clearing snow build up from emergency exits to prevent doors being stuck shut.
- 3ft Pathway to bins, exits and facilities workshop in service yard.

SITE PLAN

Snow & Ice clearing/Gritting diagram

