

# SUMMERBANK PRIMARY ACADEMY

## GRITTING POLICY



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PRIMARY ACADEMY

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# Summerbank Primary Academy

## Gritting Policy

### **RATIONALE**

This policy for snow and ice clearance is based on the simple priority of ensuring the school site remains open yet safe at all times for staff and students throughout periods of inclement weather. The first priority is to ensure access and exit to and from the school site for all school users. This must be done following the basic priority of safety for all users.

The policy is in place to allow a set procedure to be followed which is initially triggered by the Headteacher making a decision on the safety of opening the school. Once triggered, the gritting procedure will be implemented. If however it is felt that the site should not be opened, staff and parents will be contacted by text message informing them of the decision to close the school. The Headteacher will strive to make the decision as early as possible, taking into consideration difficulties that staff may face in getting into school and the weather forecast for the whole day. This will ensure that staff and students can be informed prior to making a journey is what is likely to be difficult traffic conditions. On occasion, the decision making process may be delayed/changed due to severe snow occurring shortly after the decision to open the school has been relayed to staff/parents.

### **ROLES AND RESPONSIBILITIES**

#### **Headteacher and SLT**

- 1 Responsible for ensuring that school is fully equipped with appropriate snow clearing and protective equipment, and adequate stocks of rock salt and sand/grit etc. – Site Manager to inform SLT when stocks need replenishing.
- 2 Responsible for outlining in this policy (school gritting plan), the prioritisation of routes to be gritted and appropriate access routes to use during bad weather.
- 3 Responsible for ensuring that the gritting policy is made available to parents and carers via the school website.
- 4 Responsible for drafting and reviewing the schools gritting plan every two years or immediately in the event of any changes to the school grounds.

#### **Site Manager's/Grounds Maintenance Provider in the absence of the Site Manager's Responsibilities**

- 1 Responsible for gritting designated areas as outlined within the policy.
- 2 Responsible for ensuring that equipment provided to clear snow and ice is adequate for the purpose and maintained in a satisfactory condition, supplies of rock salt and sand/grit mix should be monitored throughout the winter period and replenished promptly.

- 3 Responsible for temporarily closing access areas around the school in line with the school gritting plan. Such areas should be clearly marked (e.g. signage or tape). Records of clearance and access route closures should be kept.

### **Governing Body**

- 1 Responsible for agreeing the winter plan for the school including snow and ice clearing procedure.
- 2 Responsible for providing sufficient resources to implement the plan.
- 3 Responsible for monitoring that the snow and ice procedure is being carried out.

### **Staff**

- 1 Responsible for reporting to the Site Manager/Business Manager/Headteacher any situation where the recommended action contained within the gritting plan has not been carried out.
- 2 Responsible for safeguarding own and colleagues' health and safety in bad weather.
- 3 Staff should also wear footwear/clothing appropriate to the conditions.

### **Parents**

- 1 Responsible for adhering to the designated, gritted pathways into school.
- 2 Responsible for collecting their child during the day should conditions worsen.
- 3 Responsible for ensuring that the school has their up to date telephone numbers in order for text messages/telephone calls to be received.
- 4 Responsible for wearing suitable footwear for the conditions when bringing and collecting children from school.
- 5 Responsible for ensuring that their child(ren) are wearing sensible footwear and warm coats according to the conditions.
- 6 Responsible for supervising their child(ren) before and after school and ensuring that children do not play on the artificial turfed areas and play equipment outside of the school day i.e. 8.30am – 3.30pm

It is everyone's responsibility to ensure their own safety. This is particularly important when there is a chance that an area may be slippery such as during periods of cold weather and/or snow when there is a danger of ice having formed.

Good communication is essential. Examples of parental communication are specific instructions during the autumn and winter months, severe weather letters and by text message. 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.

## **Gritting Plan**

- Pedestrian paths from Summerbank Road will be gritted around the building from the 'Pupil Entrance' Gate to the Year 1- Year 3 doors, extending on to the Foundation Stage door and either the 'Middle' and/or Top Door to allow access to Y4-Y6 classrooms. One of two shorter exit routes will also be gritted either:
  - > in general, snowy conditions - a diagonal path from the top of the slope by Year 1 through the Top Yard to the exit gate
  - > in more hazardous conditions - a shortened route utilising the gate alongside Room 7 as an entrance point, with exit via the normal entrance gate
- The path from the car park to the Main entrance (extreme caution should be exercised in moving from a vehicle to the path ways).
- The path down the side of the nursery.
- The path from the deliveries gate to the kitchen (extreme caution should be exercised in moving from a vehicle to the path ways).
- The car park is closed to parents at the start and end of the school day.
- The car park will not be gritted in cases of snow and ice therefore anyone accessing the carpark does so at their own risk.
- Should the school need to close during the day due to severe weather, arrangements for collecting children will be communicated to parents via text message and Class Dojo.

## **Please note:-**

- It is not practical to grit large areas of grounds therefore if it is thought that playground areas are unsafe due to underfoot conditions they will not be used during the day however, should the Head teacher decide that it is safe for the children, they will be permitted to play out during playtime and lunchtime.
- At the beginning/end of the day adults collecting children must use the clearly gritted pathways
- It may be possible for paths to have become unsafe during the day when there is no caretaking cover available to grit the paths. It is therefore very important that extreme care is taken when coming on to the school premises later in the day.
- Paths outside the school are outside the school's area of responsibility – if they are dangerous we will alert the Highways department to the situation and request their attention.