

WITTON CHURCH WALK CE PRIMARY SCHOOL RISK ASSESSMENT: Ice and Snow



PLEASE REFER TO SCHOOLS BUSINESS CONTINUITY PLAN				
WHO MIGHT BE HARMED? Employees, Pupils, Service users, Visitors				HOW MANY ARE AFFECTED?
HAZARDS (including inadequate or lack of arrangements)	EXISTING CONTROL MEASURES	✓ if in place ✗ if not	WHERE: ✗ State action to be taken with timescales ✗ Any additional control measures ✓ Site specific details	RESIDUAL RISK RATING High, Medium, Low
Policy / procedures	• The Site Manager is clear in his responsibilities in gritting the car park, access road and pedestrian paths.	✓	All paths into school and the pathways across playground to entrance door – see map	L
	• All staff are aware of this risk assessment and take responsibility for following the designated paths and access routes when icy conditions exist and enforcing this with children and visitors.	✓	Children told in assemblies and re-iterated by class teachers in class at all available opportunities	L
Slips/trips due to icy conditions	• A sufficient amount of salt / grit is available. It is replenished once used.	✓	Site Manager to organise and record – bring low levels to attention of HT and Bursar to ensure stocks are kept high	L
	• Weather forecasts are monitored for ice/snow conditions.	✓	Bursar & HT & Site Manager	
	• Salt or grit is applied to the car park, access road and pedestrian paths when icy conditions are expected.	✓	Site Manager to note places he has gritted. A letter has been sent out to all parents, carers and staff regarding school policy in ice & snow, risk assessment on website and their responsibility with regard to their safety.	
	• Other areas that require gritting have been identified on a risk basis.	✓	Site Manager & HT discuss & Site Manager notes places he has gritted – parents aware in a letter that is sent out at the beginning of November but also available on the website.	L
	• Site management staff have been provided suitable footwear for working in icy conditions.	✓	Caretaker chooses to wear safety shoes. Safety shoes have been provided.	L
	• Areas are identified such as steps or slopes that may not be safe even when cleared. These are closed and marked accordingly with cones/signs or hazard warning tape.	✓	Site Managers responsibility at all times	L

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	<ul style="list-style-type: none"> Where playgrounds remain excessively slippery due to snow or ice, a nominated person will make the decision to accommodate pupils indoors at break times. If playgrounds remain in use, supervision levels should be revised. 	✓	HT & Deputy, a member of SLT in their absence Staff and pupils made aware by senior members of staff in the morning. All staff have collective responsibility under the Teaching Standards for the safety of the children in their care. If the HT or DHT requests an increase in adult supervision ALL staff will adhere to this.	L
	<ul style="list-style-type: none"> All reasonable efforts should be made to ensure that the school remains open. However The Head Teacher is clear that they have the ultimate decision whether to close the school if the icy conditions are deemed too hazardous. 	✓	Continuity plan in place. Text service to all parents and carers. Letter may be sent home day before if predicted weather is severe.	L
	<ul style="list-style-type: none"> Members of staff have been advised to wear "sensible" footwear. 	✓	Common sense. Responsible for safeguarding own and colleagues' health & safety in bad weather. Staff should also wear footwear/clothing appropriate to the conditions. As per children – Ugg boots and wellingtons must be changed on entry into school.	L

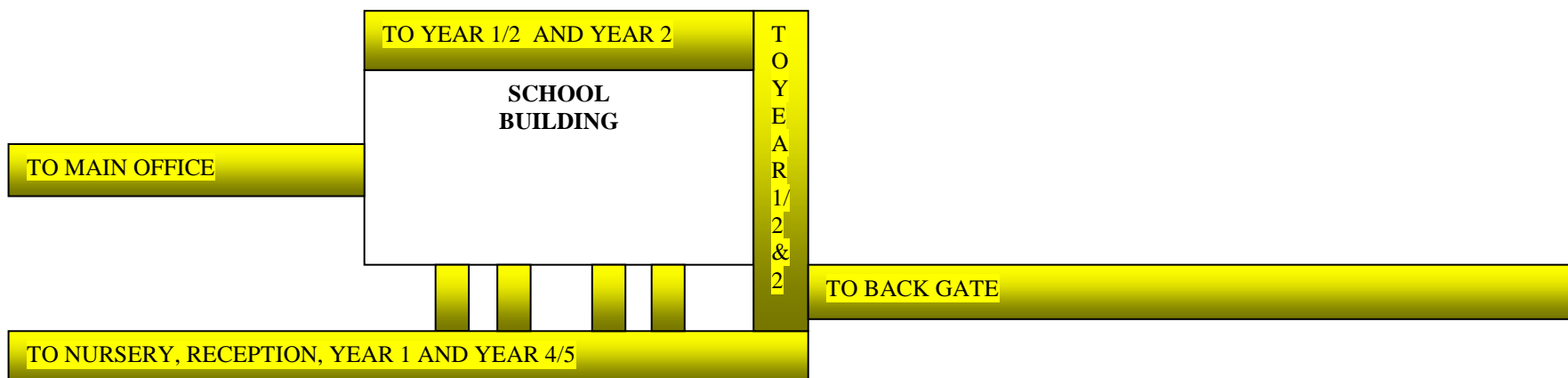
Manual handling	<ul style="list-style-type: none"> The salt or grit is available throughout the establishment in yellow bins at appropriate intervals to reduce manual handling. 		Site Manager grits from bags	
	<ul style="list-style-type: none"> Suitable shovels have been provided. 	N/A	Shovel to be supplied	
	<ul style="list-style-type: none"> Consider salt spreaders / spinners to reduce manual handling. 		Salt spreader available for use.	
	<ul style="list-style-type: none"> A separate manual handling assessment has been undertaken for the gritting task. 		Site Manager and HT have worked together to choose appropriate method.	
Effects of the cold	<ul style="list-style-type: none"> Inclement weather clothing and gloves have been provided to site management staff who undertake gritting. 	✓	Caretaker wears gloves & coats	
Vehicle traffic in the car park	<ul style="list-style-type: none"> High-visibility clothing has been provided to site management staff who undertake gritting. 		Site Manager to order hi-vis vest	

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<p>Are there any other foreseeable hazards associated with ice / snow?</p> <p>Please circle YES / NO</p>	<p><u>List any additional control measures:</u></p> <p>Site Manager will grit the pathway directly outside school, the hill into school and staff car park. Gritting the hill will ensure we make all reasonable precautions to ensure staff can get into school.</p> <p>Conversations regarding ice & snow at school need to be had with the Head teacher or Deputy Head teacher in her absence before 7.00am</p>		<p>Staff are responsible for their own & colleagues health & safety in bad conditions.</p>	
<p>ASSESSED BY (Print name)</p>			<p>SIGNED</p>	<p>DATE</p>
<p>LINE MANAGER</p>			<p>SIGNED</p>	<p>REVIEW DATE</p>

PATHWAYS INTO SCHOOL TO BE GRITTED



ALL STAFF

SIGNATURE

DATE