

<b>ESTABLISHMENT/SCHOOL</b> Cantrell Primary School		<b>SECTION/TEAM</b>		<b>DATE OF ASSESSMENT</b> September 2020	
<b>WHO MIGHT BE HARMED?</b> Employees, Pupils, Service users, Visitors				<b>HOW MANY ARE AFFECTED?</b> School Community Employees/Children and Public	
<b>HAZARDS</b> (including inadequate or lack of arrangements)	<b>EXISTING CONTROL MEASURES</b>	<b>✓ if in place</b> <b>✗ if not</b>	<b>WHERE:</b> ✗ State action to be taken with timescales ✗ Any additional control measures ✓ Site specific details	<b>RESIDUAL RISK RATING</b> High, Medium, Low	
<b>Policy / procedures</b>	• On site staff are clear in their responsibilities in gritting the car park, access road and pedestrian paths.	Yes	Site Manager	Low	
	• All staff are aware of their personal responsibility during icy conditions and are informed exactly which areas are gritted. Staff are told to use designated paths and access routes when icy conditions exist and enforcing this with children and visitors.	Yes		Low	
	• Alternative arrangements have been considered in the event of extreme weather.	Yes	BBC Snow line	Low	
<b>Slips/trips due to icy conditions</b>	• A sufficient amount of salt / grit is available. It is replenished once used.	Yes	Site Manager Orders	Low	
	• Weather forecasts are monitored for ice/snow conditions.	Yes	Yes	Low	
	• Salt or grit is applied to the car park, access road and pedestrian paths when icy conditions are expected.	Yes	Site Manager	Low	
	• Other areas that require gritting have been identified on a risk basis.	Yes		Low	
	• Site management staff have been provided suitable footwear for working in icy conditions.	Yes		Low	
	• 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.	Yes		Low	
	• 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.	Yes		Low	
	• All reasonable efforts should be made to ensure that the site/school remains open. However the Premises Manager/Head Teacher is clear that they have the ultimate decision whether to close the school if the icy conditions are deemed too hazardous.	Yes	BBC Snow Line	Low	
• Members of staff have been advised to wear "sensible" footwear.	Yes		Low		

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	<ul style="list-style-type: none"> <li>Special arrangements are in place for any pregnant individuals and those with mobility issues.</li> </ul>	Yes	Specific Risk Assessment	Low
Manual handling	<ul style="list-style-type: none"> <li>The salt or grit is available throughout the establishment in yellow bins at appropriate intervals to reduce manual handling.</li> </ul>	Yes		Low
	<ul style="list-style-type: none"> <li>Suitable shovels have been provided.</li> </ul>	Yes		Low
	<ul style="list-style-type: none"> <li>Consider salt spreaders / spinners to reduce manual handling.</li> </ul>	Yes		Low
	<ul style="list-style-type: none"> <li>A separate manual handling assessment has been undertaken for the gritting task.</li> </ul>	Yes		Low
Effects of the cold	<ul style="list-style-type: none"> <li>Inclement weather clothing and gloves have been provided to site management staff who undertake gritting.</li> </ul>	Yes		Low
Vehicle traffic in the car park	<ul style="list-style-type: none"> <li>High-visibility clothing has been provided to site management staff who undertake gritting in the car park / site access road</li> </ul>	Yes		Low
<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>			
ASSESSED BY (Print name) Ralph Surman			SIGNED <i>Ralph J Surman</i>	DATE September 2020
LINE MANAGER Deborah Weaver			SIGNED	REVIEW DATE April 2023

## Ice and Snow Clearance Additional Guidance

Each year, many staff and members of the public suffer personal injuries as a consequence of slipping and falling on ice and snow. The Health and Safety at Work Act 1974 and the Occupiers liability Act place a responsibility upon the employer, so far as is reasonably practicable, that the means of access and egress from its premises are maintained in a condition that is safe and without risk to either its employees or other persons.

The approved code of practice which supports the Workplace (Health, Safety and Welfare) Regulations states that arrangements should be made to minimise risks from snow and ice. This may involve gritting, snow clearing and closure of some routes.

It is a popular misconception that an occupier cannot be held liable for failing to clear snow/ice, but can be held liable once an attempt at clearance has been made and then someone is injured. The true position is that an occupier can be held liable for 'failing to act reasonably' in order to prevent accidents.

Heads of establishments are responsible for ensuring that the means of access to their establishment is safe for both employees and visitors and that adequate arrangements are made to ensure that the risks from snow and ice are minimised. It is recognised that it is not possible to remove immediately every piece of snow or ice. It does however, require those responsible for premises to exercise careful judgement and prioritise de-icing and salting of key access routes.

All reasonable efforts should be made to ensure that the establishment remains open as normal.

Head Teachers/premises managers must ensure that a risk assessment is in place, which covers the hazards associated with snow and ice on their premises. The following recommendations are provided as a guide to typical arrangements which should be in place:

- The premise manager is responsible for reviewing and revising the arrangements as determined by their local risk assessment.
- Staff to be aware of their duties and responsibilities, it may be necessary for site staff to start work earlier on a particular day to commence a gritting plan.
- Adequate equipment available (including salt/grit).
- Determine which access routes are the most used/important i.e. primary routes.
- Clear a path 1 metre wide (minimum) from site entrance(s) to the main building entrance and any peripheral buildings in use. Slopes and steps on route should be regarded as a priority.
- Pathways leading from car parks to buildings are primary routes. Car parks are not deemed priority areas.
- Treat cleared paths with salt/grit to maintain a clear pathway especially where temperatures remain below freezing.
- As time permits, other pathways to entrances and between buildings should be cleared and gritted i.e. secondary routes.
- Appropriate checks to be made to ensure continued safety.
- Identify any particularly dangerous areas which require extra care and should be checked/treated more frequently e.g. steps, slopes, gullies which may be hidden etc.
- Consider the needs of any visitors with particular needs (elderly, disabled etc).
- A plan identifying both primary and secondary routes should be made available to staff.
- Where the Head Teacher/premises manager has concerns over the safety of certain external pathways, circulation routes, playgrounds etc, it may be appropriate for affected areas to be taken out of use. If this is the case this must be marked clearly using signs/cones/tape to ensure everyone is made aware.
- If playgrounds remain in use, supervision levels may need to be increased. All staff should be aware of the risk assessment in place for snow and ice and take responsibility for following the designated paths and access routes when such conditions exist.

For information on clearing pavements outside the premises/school boundary visit the following website: [www.direct.gov.uk/en/N11/Newsroom/DG\\_191868](http://www.direct.gov.uk/en/N11/Newsroom/DG_191868)