

Snow and Ice Policy 2016-17

Planning

Hall Managers will monitor the weather to for instances where the temperature goes below zero or if there is a chance for snow. Whilst weather forecasts may not be accurate, the maintenance/portering team in each hall will be alerted (or Senior Members in Clandon House).

Supplies

Hall Managers will take responsibility for ensuring that sufficient supplies are held at each Hall. A stock check is undertaken each October and supplies ordered to ensure that the Hall is ready during November.

Each Hall should have:

- At least 10 bags of 'white grit'
- 2 snow shovels
- Appropriate protective clothing for staff

Clearance

Maintenance and portering team will be responsible for clearing snow and ice from all main entrances (and fire exits) and gritted to reduce the risk of slips, trips and falls. If the weather conditions are too severe for outside staff to safely get to the Hall then the local onsite team will undertake the gritting of main entrances only.

Areas to be cleared

Areas identified in the gritting plan are to be cleared of snow and ice only (Appendix A). Public rights of way will not be cleared and are the responsibility of the local council.

International Hall, Connaught Hall and College Hall - [Camden Council](#)

Lillian Penson Hall and Nutford House - [Westminster Council](#)

Clandon House - [Barnet Council](#)

Method of clearance

Pavement and step areas will be cleared from 8am:

- 1 Snow shovel to be used to remove snow to a safe area away from student and public walk ways.
- 2 Once the area is clear of snow or large areas of ice then apply 'white grit' evenly across the pavement area.

Any areas that have been cleared or treated with grit will be checked every two hours and further action will be taken as necessary.

Resident, staff and visitor responsibilities

Any person in the hall whether they are a resident, member of staff or a visitor does have their own responsibility to take care during icy conditions by wearing appropriate footwear. Care should also be taken whilst walking and avoiding areas that look untreated.

January 2015

Appendix A
Gritting plan

Hall:	Location:	Areas to be cleared/gritted:
International Hall	Ground floor front reception, main entrance - Lansdowne Terrace	Outside the main entrance steps, ramp and pavement
	Ground floor back entrance, Greenville Road fire escape	Staff entrance and pavement
	Ground floor, Guildford Street east fire escape	Steps
	Ground floor, Guildford Street west fire escape	Steps
	Lansdowne terrace opposite the park and School of Pharmacy fire escape	Steps
The Garden Halls	tbc	tbc
	tbc	tbc
	tbc	tbc
	tbc	tbc
	tbc	tbc
College Hall	Front reception	Outside the main entrance
	Front north fire escape	Stairs
	Front south fire escape	Stairs
	Coal pit at the front of building	Stairs
	Bike shed at the front of building	Ramp
	Courtyard back of building	All of the metal fire escape steps down the building
	Courtyard back of building	Metal steps and ramp on fire escape route out of garden
Dining Hall	Area outside fire exit	
Connaught Hall	Ground floor main entry	Steps
	Ground floor south fire exit	Area outside fire exit
	Basement south, east facing near kitchen	Area outside fire exit
	Basement north, east facing	Area outside fire exit



	Basement, north corridor fire exit, west-facing (into courtyard)	Area outside fire exit
	Basement, rear fire exit (near the bar),	Area outside fire exit
	Basement, rear fire exit (from the dining hall),	Area outside fire exit
	Basement, rear fire exits x2 (from the bar),	Area outside fire exit
	Front of building	Steps by external goods lift
	Front of building	Steps to bike shed
Lillian Penson Hall	Talbot Square	Main entrance by reception: steps and pavement
	Talbot Square	Bar Fire exit: ramp and pavement
	Conduit Street	By coded door, fire exit 3
	Conduit Street	Rear entrance of kitchen: steps and pavement
	Conduit Street	Outside bar fire exit
	Conduit Street	Outside fire exit 6
	Conduit Passage	Outside fire exit 8
Nutford House	Main House/Brown Street	Main entrance : pavement and steps
		Steps to garden
	Main House/Nutford Place	Fire exit to Nutford place
		Catering staircase by Nutford place
	Annex/ Brown Street	Main entrance: steps and pavement
	Annex/ Brown Street	3 Fire exist on Brown street
	Seymour Place	Entrance: steps and pavement
	Mews/car park	Outside all fire exits in the mews
Clandon House	Front entrances	Front walkway to the main pavement
	Back entrances	Back walkway to the Car Parking
	Car Park area	Around bike store, drying lines and recycling bins, plus a walkway to the mentioned locations
Academic Flats	74-80 Gower Street	Front steps to the building
	46 & 52 Gordon Square	Front steps to the basement flat
	1 Taviton Stret	Front steps and steps to the basement flat
	33 Tavistock Square	Front steps and steps to the basement flat



	28 Torrington Square	Front steps to the building
	29 Torrington Square	Front steps to the building
	30 Torrington Square	Front steps to the building and steps to the Chaplaincy in the basement
	31 Torrington Square	Front steps and steps to the basement flat