

# **BRASENOSE COLLEGE**

## **ASSESSMENT AND PROCEDURE FOR SALTING/GRITTING ROADS, AND CAR PARKS (INCLUDING ENTRANCE AREAS)**

### **Introduction**

The College is committed to ensuring that, in adverse wintry conditions, priority areas, as assessed by the College, are kept free from any snow and ice accumulations. The aim here is to allow, as far as possible, normal use of the College pedestrian routes, which will include normal car parking areas. This document seeks to cover both the hours when the maintenance team are on site and also to set down a short-term solution for when unforecast adverse weather conditions occur out of the normal working hours (which includes weekends and bank holidays).

### **Weather Forecast**

When there is a significant risk of frost following wet conditions or when snow has been forecast, the maintenance team will, as a precaution, distribute either salt or grit to the priority areas as indicated on the attached plan (appendix A). The Clerk of Works office will be responsible for liaising as required with any meteorological office with the particular emphasis on obtaining as accurate a local forecast as possible.

### **Snow and Ice Accumulations**

Where a prior forecast has precipitated a precautionary gritting/salting, but over night or between normal working hour shifts further accumulations have built up, then the maintenance team will obtain the necessary equipment and materials and commence salting or gritting the identified priority areas as soon as possible. At this stage it should be noted that significant snowfalls may hamper individuals' travel to work arrangements and initial actions may be dependent upon the number of staff available to carry out this work.

Materials used will include grit, salt or safe non-harmful Crystal Clear.

Materials for the above processes are stored in various locations as per attached appendix B. Details of where grit/salt-clearing equipment is kept is also as per appendix B.

Stocks to be replenished each autumn and immediately after significant use.

### **Out of Normal Working Hours**

Wherever possible gritting or salting will be carried out prior to weekend or bank holiday period during the winter where conditions forecasts indicate possible snow falls or build up of ice in wet weather conditions.

On occasion the forecast maybe incorrect or inaccurate and the College may need to carry out some emergency gritting/salting or use of Crystal Clear. Under these circumstances the College has a few options:

- a. A porter could be utilised to apply the required materials to some of the priority areas.
- b. Student volunteers could be utilised to carry out the work.
- c. The situation could warrant a maintenance callout approach reliant on the goodwill of contractors or the maintenance staff to get to site in what could be difficult conditions.

### **Outlying Buildings**

It is likely that two teams of 2/3 persons will be required to cover the main College areas as indicated on Appendix A.

The Sports Ground site will be attended to by the Groundsman.

The St Cross annexe site will be attended to by the Caretaker and the Hollybush row site will be attended to by the maintenance team.

### **Clear Up**

Once the snow and/or ice has thawed the maintenance team, Caretaker and Groundsman Staff will clear away loose salt/grit leaving the sites clean and tidy.

## **APPENDIX A** **Responsibilities & Areas**

The responsibility for keeping the College paths & walkways clear is that of the Workshop team who will be instructed on the method and use of the anti ice crystals by the Clerk of Works.

### **Main College**

During the hours of 0800 – 1700 the workshop will be responsible for the laying of ice prevention & snow clearing within the Main College grounds.

If bad weather is forecasted then as a precaution the Workshop will spread anti ice crystals prior to the end of the working day.

During silent hours, weekends & in the absence of any weather warnings the Duty Porter will assume this responsibility. The Clerk of Works will instruct all Porters on the method and use of the anti ice crystals.

### **Frewin**

During working hours 0900 – 1700 the Curator will be responsible for the laying of ice prevention.

If bad weather is forecasted then as a precaution the Curator will spread anti ice crystals prior to the end of the working day.

### **St Cross**

During working hours 0900 – 1700 the Caretaker will be responsible for the laying of ice prevention.

If bad weather is forecasted then as a precaution the Caretaker will spread anti ice crystals prior to the end of the working day.

### **Hollybush Row**

During working hours 0800 – 1600 the General worker from the workshop will be responsible for the laying of ice prevention. If he is absent then this will be covered by the Quad person.

If bad weather is forecasted then as a precaution the General worker/Quad person will spread anti ice crystals prior to the end of the working day.

**APPENDIX B**  
**LOCATIONS OF SALT/GRIT AND SPREADING EQUIPMENT**

**Main College site**

One sand/grit spreader  
3 shovels  
3 Pairs of Rawhide Gloves

**Frewin Site**

3 shovels  
3 Pairs of Rawhide Gloves

**St Cross Annexe**

2 shovels  
2 Pairs of Rawhide Gloves

**Hollybush Row Annexe**

2 shovels  
2 Pairs of Rawhide Gloves

**Crystal Clear Storage**

Main College site	-	8 Containers	Stored outside Staircase 14
Frewin	-	4 Containers	Stored in the Shed
St Cross Annexe	-	4 Containers	Stored by the Caretaker
Hollybush Row	-	2 Containers	Stored by the wall close to the car parking