



MEMORANDUM

TO: All School Principals, Vice Principals and Custodial Staff

FROM: Maia Puccetti, Superintendent of Facilities Services

SUBJECT: Snow and Ice Control at TCDSB Sites

The following guidelines are meant to assist you in the procedures and responsibility for the removal of snow and ice.

Clearing of snow and ice shall be done no later than 7:30 a.m., each day, including week-ends, to provide clear and safe access to each location without prior notification by the Owner.

At all times, snow removal and ice control measures shall commence immediately after 25 mm (1 inch) or more snow has accumulated or when ice due to melting snow, ice storms or other causes create, or may create, a dangerous or slippery condition.

At all times, snow removal and ice shall be cleared to basically bare pavement within six (6) hours of completion of snow fall.

After any snow fall, the first duty of the caretaking staff is to clear a path from the designated main entrance door to the City sidewalk. The path should be wide enough to provide adequate access to the school for staff and students. As time permits, pathways and sidewalks should be cleared and slippery areas should be salted. Further de-icing measures including the use of a mix of salt and sand will be carried out on persistent icy patches.

Should the removal or relocation of snow piles exceeding one metre in height from the site be warranted, the Head Caretaker shall immediately contact the SQS or After Hours Supervisors for an appropriate resolution.

The past and current practice has been to not plough school yards for the following reasons:

- It creates other safety issues for younger students - unless the snow is removed from school property by trucks, the large pile(s) of snow can lead to supervision issues as some students may be inclined to slide down snow banks. There is a concern that large piles of snow may collapse and cover students, which could be a suffocation hazard;
- If the snow is removed down to bare asphalt, more frequent falls and injuries may occur as a result of thaw-freeze conditions. Snow can provide traction and a cushion against fall impact;
- Many TCDSB sites are small with little or no on site storage capacity for snow piles;
- There is considerable extra cost in ploughing and salting school playgrounds, as well as hauling away snow piles;

Snow ploughing of the school yard is undertaken when there is a shared parking agreement with the Archdiocese to allow parking in our school yards and/if portables are on site. In these cases the snow removal contractor will plough the yards or create a pathway to and from the portables and the main building.

School principals have the risk management option of restricting access to dangerous portions of the play yard with pylons or caution tape or **mandating an indoor recess if they feel the playground is dangerously icy.**

Should you have any question, please contact your respective Operations Supervisor (SQS).

Thank you.

Maia Puccetti
Superintendent of Facilities Services

cc: Sr. Coordinator Maintenance & School Operations
Manager of Operations (East & West)
Manager of Maintenance Services (East & West)
Service Quality Supervisors
Service Quality Officers
Maintenance Supervisors
Maintenance Officers