

### **ADMIN PROCEDURES MANUAL**

## Administrative Procedure 132 – Appendix B

# **SNOW REMOVAL**

### **BACKGROUND**

The District recognizes its responsibility to maintain a safe environment on its schools' grounds. In recognition of that responsibility and recognizing the City of New Westminster's Traffic Bylaw related to snow removal, the District has established procedures for snow removal on sidewalks around schools.

### **PROCEDURES**

- 1. When there is a significant snowfall (five centimeters or more of snow accumulation), the District will assign staff and/or contract with a company to commence snow removal to make every reasonable effort to comply with the City Bylaw, which requires removal of snow and ice from sidewalks not later than 10:00 a.m. on the day after the snow or ice was deposited thereon.
- 2. First priority will be removing snow to enable safe access to and egress from school buildings, board office, maintenance, and information technology office as per site priority walkway maps that are reviewed annually between the Principal/Administrator and the Manager of Maintenance.
- 3. Second priority will be removing snow from sidewalks adjacent to schools and other district owned property not listed as first priority above.
- 4. Maintenance will make every effort to have all school district owned parking lots cleared by 8:00 a.m. the morning after a snowfall.

Reference: Sections 20, 22, 23, 65, 85 School Act

Occupational Health and Safety Regulation

National Building Code National Fire Code

SD No. 40 (New Westminster)

Adopted: May 30, 2017 Amended: October 3, 2023