



**UNIVERSITY  
OF LONDON** | **INTERCOLLEGIATE  
HALLS**

## Snow and Ice Policy

UNIVERSITY OF LONDON  
Intercollegiate Halls of Residence

## 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.

## 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.

Supplies may differ at Garden Halls or Eleanor Rosa Hall, as these are the responsibility of UPP Ltd.

## 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, Garden Halls, Connaught Hall, College Hall and Handel Mansions - [Camden Council](#)
- Lillian Penson Hall and Nutford House - [Westminster Council](#)
- Eleanor Rosa Hall – [Newham 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 walkways.
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.

## Appendix A (Gritting Plan)

Hall	Location	Areas to be cleared/gritted
<b>International Hall</b>	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
<b>The Garden Halls</b>	Front reception	Outside the main entrance
	Hughes Parry Tower	Entrance steps and pavement
	Hughes Parry Tower	Ramp outside the entrance
	Town House no 1	Outside the entrance on Leigh Street
	Town House no 2 -10	Outside the fire exits on Sandwich Street
	Town House no 2 -10	Route between Main building and Town House 2-10
	Cartwright Gardens	Privately owned, opposite Garden Halls entrance
	Courtyards	Outside laundry room and townhouses
	Main building 2x fire exits	Outside the fire exits on Sandwich Street
<b>College Hall</b>	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
<b>Connaught Hall</b>	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



<b>Lillian Penson Hall</b>	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
<b>Nutford House</b>	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	
<b>Academic Flats</b>	74-80 Gower Street	Front steps to the building
	46 & 52 Gordon Square	Front steps to the basement flat
	1 Taviton Street	Front steps and steps to the basementflat
	33 Tavistock Square	Front steps and steps to the basementflat
	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 basementflat
<b>Handel Mansions</b>	1 – 3 Handel Mansions	Front steps to the building
	1 – 3 Handel Mansions	Rear of building, bin store and bike area
<b>Eleanor Rosa</b>	Front Entrance	Pavement at entrance
	Entrance to Core B	Pavement at entrance
	Entrance to Core C	Pavement at entrance
	Core B	Roof Garden