



SUBJECT: Winter is Here - Safety Bulletin 2017-18

RECIPIENTS: All Council Services (including schools)

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Before Driving in Winter



Check

- Travel information & weather forecasts, allowing extra time for your journey
- The [Gritting Routes webpage](#) for information on Lincolnshire roads
- The detailed [Gritting Route Maps](#) for each town to help you avoid travelling on untreated roads
- Headlights are clean and working properly
- Windows and mirrors are clean & free from frost /snow
- Windscreen wipes are working and screen wash is topped up with anti-freeze.
- You have a fully charged mobile phone

In extreme conditions ask yourself

- Is the journey essential?
- Have you checked the weather forecast and road conditions and considered the advice?
- Have you enough fuel? Consider the journey may take longer than normal or you may become stranded?
- Have you let someone know where you are going, the route you'll be taking and when you hope to arrive?
- Would taking warm clothing, hot drinks, food, wellingtons, a torch and shovel be a wise precaution?

Check You are

- Driving according to the road conditions
- Taking particular care when leaving or joining untreated roads
- Using dipped headlights in poor visibility and snow
- Driving in the highest gear possible and avoid harsh braking and acceleration
- Maintaining a larger stopping distance behind other vehicles
- Being extra vigilant of other road users and especially cyclists and children
- Not obstructing winter maintenance vehicles as they treat the roads
- Always lock your car doors, especially when driving alone and keep valuables out of sight.

If you get into trouble follow the steps below.

1. Call for help and stay with your vehicle if possible until help arrives
2. If you are forced to abandon your vehicle give the local police the details
3. If you do have to leave your vehicle make yourself visible to other road users

Further info can be found at:

[Lincolnshire Road Safety Partnership –Winter Driving Advice](#)

Slips and Falls

There is a vast number of staff delivering services in the community experiencing all weather conditions often after daylight hours. In the winter months some serious injuries have been reported due to slips, trips and falls whilst working in the community.



With fallen leaves still around at the moment and snow and icy weather approaching, manage and staff should consider the following if any of their team regularly work in the community:

- **Lighting** - Are staff going into poorly lit areas? Is a torch needed?
- **Footwear** - Do we remind staff to wear appropriate foot wear when off site?
- **Workload** - Are staff rushing unnecessarily between jobs?
- **Moving and Handling** – Are employees carrying heavy or awkward loads into homes?
- **Environment** - Staff should be reminded to be vigilant especially when entering or getting to service user's homes look for slip, trip hazards e.g.
 - wet surfaces
 - ice, snow
 - sloping surfaces, changes of level
 - leaves, moss
 - gravel - on a smooth surface can be very hazardous
 - rubbish bags and other items not normally left on the path to the house
 - poorly lit areas – this is difficult to control and some staff may need a torch to help.



Directorate staff may need to advise service users/relatives on improving safety around their home, especially in homes where regular services are provided.

In other areas staff should be advised to be vigilant, wear appropriate footwear and clothing and to report significant hazards or problems to their line manager so that a risk assessment can be completed if necessary.

Snow & Ice Clearance

For information on snow and ice clearance please see:

- [HSB1: Snow and Ice Clearance H&S Bulletin](#)
- [Grit Bins](#)
- [Safety Code of Practice – Winter Maintenance](#)

If you require further assistance or clarification on the subject please contact:

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