



Utah Military Academy
Hill Field Campus - Riverdale, UT
Camp Williams Campus - Lehi, UT



Exterior Walking Surface Safety and Slip, Trip, and Fall Prevention Procedures

Purpose: The purpose of this procedure is to establish procedures to reduce the risk of slips, trips, and falls on exterior walking surfaces at Utah Military Academy (UMA). This policy supports student, staff, and visitor safety and aligns with risk management and insurance expectations.

Scope: This procedure applies to all UMA campuses, facilities, exterior walkways, sidewalks, entrances, parking access points, and common outdoor areas used by students, staff, and visitors.

Procedure Statement: Utah Military Academy is committed to maintaining safe exterior walking surfaces through routine inspection, prompt hazard mitigation, and proactive response to inclement weather and environmental conditions.

Sidewalk and Exterior Surface Inspections

1. Exterior walking surfaces are visually inspected as part of routine daily campus operations.
2. Staff monitor for potential hazards including, but not limited to:
 - Uneven walking surfaces
 - Excessive changes in height
 - Cracks or surface deterioration
 - Horizontal gaps or raised edges
3. Identified hazards are reported to administration or facilities personnel.
4. Urgent hazards are addressed immediately through repair, temporary mitigation, or restricted access until permanent corrective action can be completed.

Wet or Slippery Walkway Response

1. When wet or slippery conditions are observed or reported, staff respond promptly.
2. Mitigation measures may include:
 - Placement of caution signage
 - Temporary restriction of access
 - Drying, cleaning, or treating affected areas
3. Conditions are monitored until the area is determined to be safe for normal use.



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Inclement Weather Mitigation (Snow and Ice)

1. During inclement weather, UMA implements proactive snow removal and ice mitigation procedures.
2. Priority areas include:
 - Building entrances and exits
 - Primary walkways and sidewalks
 - High-traffic student and staff routes
3. Ice melt or similar materials are applied as needed and conditions are monitored throughout weather events.
4. Snow removal and ice mitigation activities may be documented through operational logs or staff communication records.

Lighting and Illumination

1. Exterior lighting is monitored through routine observation by staff.
2. Non-functioning or inadequate lighting is reported for repair or replacement.
3. Temporary mitigation measures may be implemented until permanent repairs are completed to ensure adequate illumination of walking areas.

Walk-Off Mats

1. Walk-off mats are placed at building entrances to reduce moisture tracked onto interior flooring.
2. Mats are monitored during inclement weather and changed, repositioned, or supplemented as needed.
3. Additional mats are available to support safe entry conditions during periods of increased moisture.

Reporting and Documentation

1. Safety concerns related to exterior walking surfaces should be reported to administration or facilities staff.
2. Utah Military Academy utilizes **Spiceworks**, an electronic repair and emergency repair ticketing system, to document and track maintenance issues, safety hazards, and urgent repair needs.
3. Spiceworks tickets are routed to administration and the maintenance team to ensure timely review, prioritization, and corrective action.
4. Incidents involving slips, trips, or falls are documented using established incident reporting procedures.
5. Records may be reviewed to support continuous improvement and risk mitigation.



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