

LOSS PREVENTION



INCLEMENT WEATHER

As we know, severe weather conditions can pose risks to both our employees and customers. It's crucial that we are prepared to respond appropriately to ensure everyone's safety.

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How to use Weekly Meeting Topic Guides

What are the Weekly Meeting Topic guides: One-page topic guides to help managers educate their sales team on sales growth topics and strategies.

Goal: BSPK morning meetings are designed for one simple purpose:
to modify behaviors in order to achieve a desired result.

Weekly Topic: The meeting is intended to be delivered daily for an entire week in order to ensure that all team members have fully absorbed the content before moving on to the next topic.

Sections: BSPK morning meetings are divided into 4 easy steps.

- Introduction
- Questions for the team
- Teach the topic
- Set the expectation.

Meeting time: A morning meeting should be no longer than 15-20 minutes.

Best practices:

- Review the content before morning meeting
- Deliver the meeting in your own voice without reading verbatim from the meeting notes
- Use guide as a reference but always make eye contact with your team
- After the meeting, be present on the sales floor and be prepared to provide in-the-moment coaching where needed

Step 1 Introduction

Good morning, team. Our focus for this week is on an important aspect of workplace safety, responding to inclement weather. As we know, severe weather conditions can pose risks to both our employees and customers. It's crucial that we are prepared to respond appropriately to ensure everyone's safety. Let's discuss how to recognize signs of inclement weather and the steps we should take to respond effectively.

Step 2 Questions for the team

- Can you identify different types of inclement weather that may affect our area?
- How does inclement weather impact our store operations and customer traffic?
- Do you know the procedures for closing the store or modifying operations during severe weather conditions?

Step 3 Teach the topic

Here is how you can recognize signs of inclement weather

- Pay attention to weather forecasts and alerts from local authorities.
- Be aware of common signs of approaching severe weather, such as darkening skies, strong winds, and rapid changes in temperature.
- Monitor weather radar and updates through reliable sources to stay informed about developing weather conditions.

Here is how we should respond to inclement weather

1. Ensure that there are clear lines of communication between management and employees regarding weather updates and emergency procedures.
2. The safety of employees and customers is paramount. If severe weather poses a significant threat, consider closing the store or modifying operations to minimize risk. If you must close the store, call senior leadership and loss prevention. If you cannot get a hold of leadership, you may continue escalation up the leadership hierarchy until you reach someone.
3. Take proactive steps to secure the store, such as closing windows and doors, securing outdoor equipment and moving merchandise away from windows and doors.
4. Keep customers informed about weather conditions and any changes to store operations. Offer assistance and guidance to help them stay safe.

Are there any questions?

Step 4 Set the expectation (this is how you can say it)

As a team, it's important that we remain proactive and prepared when it comes to responding to inclement weather. I expect each of you to familiarize yourselves with our store's inclement weather procedures and to follow them diligently in the event of severe weather. Thank you for your attention to this important topic, and let's continue to prioritize safety and preparedness in our workplace.