



Our vision is ***to enable children to become lifelong learners by creating a safe and inclusive learning environment that nurtures individuality and enhances potential***

Our values:

-  ***We're imaginative*** - we're creative thinkers and doers
-  ***We're curious*** - we encourage inquisitiveness and risk taking
-  ***We're proud*** - we take pride in our school and want everyone to succeed
-  ***We're courageous*** - we understand that we learn from our mistakes
-  ***We're original*** - we celebrate difference

Hot Weather Policy

Date agreed by Governing Board 30 June 2026	Signature of Chair of Governing Board
Date agreed for review Summer 2027	Frequency of Review Annual
Responsibility for Review Governing Board / Headteacher	

Reay Primary School is committed to providing a safe, healthy and comfortable learning environment for all pupils, staff, volunteers and visitors. This policy outlines the measures that will be taken during periods of hot weather and heatwaves to minimise risks associated with high temperatures, dehydration, sun exposure and heat-related illness.

The school recognises that young children, pupils with medical conditions, SEND pupils and vulnerable staff may be particularly affected by extreme heat

This policy applies to:

- All pupils
- All staff
- Volunteers
- Contractors
- Visitors
- Before-school, after-school and holiday provision operating on the school site

Responsibilities

Headteacher and Premises Officer

The Headteacher/ Premises Officer will:

- Monitor weather forecasts and heat alerts issued by relevant authorities.
- Undertake risk assessments where necessary.
- Implement appropriate control measures during hot weather.
- Ensure staff are aware of procedures and expectations.
- Communicate measures to parents and carers as required.

Daily

- **Early morning 5am- open all windows and doors- enabling maximum through draft**
- **Shut blinds once the sun is shining on windows**
- **Year 3 and Year 4 get the first morning sun, must be the first to shut blinds and windows**
- **Monitor temperature both inside and out. If external temperature is above 30 shut windows and turn on water coolers.**

Staff

All staff must:

- Check water levels in water coolers
- Freeze ice packs at the end of each day
- Put Ice packs into coolers when the cooling mode is on.
- Air coolers must switch between cooling and fan mode
- Promote regular hydration, encourage children to drink and refill waterbottles
- Monitor pupils for signs of heat-related illness.
- Adapt activities and teaching arrangements where necessary- such as PE
- Report concerns immediately to senior leaders.
- Follow this policy and any additional guidance issued during periods of extreme heat.

Parents and Carers

Parents and carers are expected to:

- Send children to school with a clearly labelled water bottle.
- Apply long-lasting sunscreen before school where appropriate or send in sun cream
- Ensure children wear suitable clothing as outlined by the school. This may include sun hats and sun glasses.
- Inform the school of any medical conditions that may be affected by hot weather.

Preventative Measures

Hydration

The school will:

- Encourage pupils to drink water regularly throughout the day.
- Permit water bottles in classrooms.
- Ensure access to drinking water throughout the school day.
- Schedule additional water breaks during periods of extreme heat.
- Remind pupils and staff of the importance of staying hydrated.

Staff should encourage pupils to drink before they become thirsty.

Classroom Environment

Where possible:

- Blinds and curtains will be closed during the hottest parts of the day.
- Windows will be opened when beneficial for ventilation and safety- at appropriate times.
- Drafts will be created with open doors
- Electrical equipment generating excess heat will be minimised where practicable.
- Pupils may be relocated to cooler areas of the school if appropriate.
- Classroom activities may be adapted to reduce physical exertion.

Uniform Adjustments

During periods of hot weather:

- Summer uniform may be worn.
- In extreme heat a complete relaxation of uniform and own clothes may be worn, parents will be informed.
- Lightweight, breathable clothing is encouraged.
- Sun hats encouraged.

Sun Safety

The school will:

- Encourage the use of hats when outdoors.
- Maximise use of shaded areas- shelter, pergola, garden
- Allow water play
- Reduce exposure to direct sunlight between 11:00am and 3:00pm where possible.
- Encourage application of sunscreen before school and during in school hours.

Outdoor Activities

During hot weather:

- Outdoor playtimes may be shortened.
- PE lessons may be moved indoors- if indoor temperature is below 28 degrees, or rescheduled.
- Sports Days, educational visits and outdoor events will be risk assessed.
- Pupils will be encouraged to rest in shaded areas.

All staff leading outdoor activities must ensure:

- Adequate water is available.
- Regular breaks are taken.
- Pupils are supervised for signs of overheating.

Heatwave Procedures

When severe heat or official heat alerts are issued, the school may implement additional control measures including:

- Additional hydration breaks.
- Staggered playtimes.

- Use of cooler rooms within the building.
- Limiting assemblies or gatherings.
- Adjusting timetables.
- Cancelling strenuous activities.
- Increased welfare monitoring for vulnerable pupils and staff.

The Headteacher retains discretion to implement any reasonable adjustment necessary to safeguard the school community which may include a partial or full closure.

7 Pupils with Medical Conditions and SEND

Particular attention will be given to pupils:

- With asthma.
- With heart conditions.
- Taking medication affected by heat.
- With physical disabilities.
- With communication difficulties.
- With sensory needs.
- Identified as medically vulnerable.

Individual healthcare plans will be followed and reviewed as necessary during periods of extreme heat.

Recognising Heat-Related Illness

Signs of Heat Exhaustion

- Dizziness
- Headache
- Excessive sweating
- Tiredness
- Nausea
- Pale, clammy skin
- Muscle cramps

Response

- Move the individual to a cool location.
- Encourage drinking of cool water.
- Remove excess clothing.
- Apply cool damp cloths if appropriate.

- Inform first aid personnel.

Signs of Heat Stroke (Medical Emergency)

- Confusion
- Loss of consciousness
- Seizures
- Hot, red skin
- Very high body temperature
- Lack of sweating

Response

- Call 999 immediately.
- Move the person to a cool area.
- Begin cooling measures.
- Notify senior leadership.
- Contact parents/carers as soon as possible.

9. Educational Visits

Visit leaders must:

- Monitor weather forecasts before departure.
- Review risk assessments.
- Ensure access to shade and drinking water.
- Adjust activities where heat presents increased risk.
- Follow school emergency procedures if a pupil becomes unwell.

Educational visits may be amended or cancelled where risks cannot be adequately controlled.

10. Staff Welfare

The school recognises its duty of care towards employees.

The school will:

- Encourage regular hydration.
- Permit reasonable flexibility in working practices during extreme heat.
- Provide access to drinking water.
- Consider temporary workplace adjustments where appropriate.

- In the event of a Red Alert staff with health conditions must speak to the headteacher so a safety plan can be put in place.

Staff should raise concerns regarding excessive temperatures with their line manager immediately.

11. Communication

Where significant hot weather or heat alerts are forecast, the school will communicate with parents and carers via:

- Parent email
- Text message
- Website notices

Information may include:

- Uniform guidance
- Water bottle requirements
- Sunscreen reminders
- Changes to school activities
- Changes to school times
- School closure

12. Monitoring and Review

This policy will be reviewed annually or sooner if:

- National guidance changes.
- Significant incidents occur.
- Operational requirements necessitate revision.