

# Testwood School

## Procedures in the Event of High Temperatures



SCHOOL

Key Responsibility	JP
Last Review:	April 2023
Next Review:	April 2024

### Revision History

Version	Date	Amendments	Initials
V2	25/04/19	Formatting Sun cream to be kept with School Nurse in a secure place with students' name on. Removal of School Nurse sourcing supplied of sun tan lotion and calamine.	
V3	29/04/19	Updated review dates	JB
V4	26/04/21	Updated format, Year Leader and Trustee terminology	JP
V4.1	03.05.23	Updated review dates Matron changed to First Aid Officer	JB

### Introduction

Implementation of the "Procedures in the event of high temperatures" is to be initiated as soon as staff/students complain that working conditions are beginning to become uncomfortable or as soon as it is known that temperatures are going to become uncomfortable, according to the (BBC on-line Southampton) weather forecast. A temperature of 26°C should be used as the maximum trigger for these measures.

### High Temperatures Risk Assessment

High temperatures can affect the ability of staff and students to concentrate and to work effectively, and can cause physical discomfort and illness. If people get too hot, they risk dizziness, fainting, or even epileptic fits or heat cramps. In very hot conditions the body's blood temperature rises. If the blood temperature rises above 39°C, there is a risk of heat stroke or collapse. Delirium or confusion can occur above 41°C. Blood temperatures at this level can prove fatal and even if people recover, they may suffer irreparable organ damage.

Even at the lower temperatures likely to be experienced in classrooms, however, heat leads to a loss of concentration and increased tiredness, which means that teachers are more likely to put themselves or others at risk. Children, particularly very young ones, are likely to suffer most in extreme heat and may not know how to protect themselves.

The identified hazards have been considered and appropriate control measures have been introduced as detailed in this document. All staff are to ensure that they are familiar with the contents and the actions to take. The temperature is to be considered high when reliable, national organisations e.g. BBC weather, forecast temperatures in excess of 22 °C or staff/students report temperatures within the school site in excess of 22 °C. Local weather conditions can vary significantly within a small area and so can temperatures within the school site. A three level system will therefore operate to reflect local conditions. The temperatures stated are guidelines, the decision to implement each level is the responsibility of Mr Ward, Assistant Headteacher.

## Preparations Prior to Plan Implementation

*The following are to have been completed prior to the requirement to implement the plan:*

- *All staff and shared occupants to be provided with details of the plan and requirements*
- *SLT and Site Manager to monitor national weather forecasts*
- *Site Manager to ensure that facilities to dispense water are in good working order e.g. mains taps for drinking water, student water tap/dispenser*
- *Site Staff to ensure that fans and room cooling systems are in good order*
- *Catering staff to source supplies of additional drinking water for students/staff to purchase, if desired, in addition to the water that is provided free of charge.*
- *The First Aid Officer will keep students own bottle of sun cream in a secure place with the students name on it.*

## Implementing the Procedures

*Upon notification and/or recognition of high temperatures the following actions, will be undertaken by the site management team, SLT and teaching staff under the direction of the Headteacher/responsible manager or other nominated person. The actions will be communicated to all interested parties via the school web-site, email and ParentPay. Each phase subsumes the previous phase:*

### *Level 1 – Typical summer weather conditions up to 22°C*

- *School blazers optional.*
- *Message to be sent, via email, to staff regarding level one*

### *Level 2 – Unusual weather conditions 22-29°C*

- *Ties not to be worn by students/staff.*
- *Tutors to remind students to bring water and sun block to school, to remain hydrated and seek shady areas when outside.*
- *PE lessons to be of minimal physical exertion but may continue outside. Staff to use their professional judgement.*
- *Cleaning and site staff to open all windows during morning school opening routine.*
- *Staff to move to other available rooms if temperature of their classroom is considered uncomfortable where ever practicable.*
- *Fans/cooling systems to be deployed to rooms with highest temperature where available.*
- *Exams Officer to check that exam venues have sufficient ventilation and use alternative venues if required.*
- *First Aid Officer to monitor vulnerable students/staff with existing medical conditions and take appropriate preventative action as appropriate.*

### *Level 3 – Exceptional weather conditions 30+°C*

- *Students to wear school PE kit*
- *Staff allowed to wear clothes that are smart/casual and model behaviours to reduce exposure to high temperatures. Clothing should be modest; beachwear, flip flops and loose foot-wear are not appropriate.*
- *External sports fixtures to be cancelled.*
- *Astro-pitch to be closed at lunch.*
- *PE lessons to be classroom based with no physical exertion*
- *Students to be moved from rooms that are likely to generate high temperatures e.g. catering.*
- *Catering menu to be adjusted to include option of less heated food.*
- *Directed duty rota to be adjusted to excuse staff who are pregnant, have a medical condition that may be exacerbated by high temperatures.*
- *First Aid Officer to report any incidents related to heat/heat exhaustion to the*

*manager/Head teacher.*

## **Monitoring the Procedures**

*Following implementation, the plan is to be monitored by ensuring the following actions are undertaken by the site management and SLT or other nominated persons:*

- *Daily monitoring of national weather forecasts*
- *Daily monitoring and sharing between site and SLT of reports of high temperatures by staff/students*
- *Daily monitoring of actions taken by staff/students to minimise exposure to high temperatures to evaluate if these measures are appropriate.*
- *Communicate to parents/carers via the school website and email the actions that the school are presently using.*

## **Recovering the Procedures in the Event of High Temperatures**

*Following completion of the Procedure in the Event of High Temperatures, the premises is to be reverted to normal. Other actions to be undertaken include:*

- *Evaluating current procedures to make improvements as identified*
- *Parents/carers to receive communication via school website, text, email, to alert them of a lowering from phase 3 to 2, 2 to 1 – responsibility of SLT link*

## **Emergency Closure of Premises/School**

*In the event of extreme conditions that cannot be adequately controlled, consideration may be given for an emergency closure. The decision to close is for local management, to be made by the Headteacher in consultation with the Chair of Trustees. Decisions should be based on a risk assessment, taking into consideration the conditions at the school and the health and safety of staff and students.*

Date policy agreed: April 2023

Date of review: April 2024

Signature of Board of Trustees:

April 2023