

Activity/ Situation	HOT WEATHER PLAN				
Location	New Park Primary Academy				
Persons at Risk	Pupils	Employees	Visitors	Contractors	
STEP 1 –	<i>Watch the activity</i> and identify the hazards				
STEP 2 –	Decide who might be harmed and how				
STEP 3 –	Evaluate the risks and decide on control measures				
STEP 4 –	Record your findings and implement them – make a plan of action – ensure they are effective				
STEP 5 –	Review, revise and update as necessary				
HAZARD(S)	<ul style="list-style-type: none"> <li>• <b>Student and staff dehydration</b></li> <li>• <b>Melted/ damaged site (e.g. roof, pathways, tarmac)</b></li> <li>• <b>Sun heat stress, and heatstroke.</b></li> <li>• <b>Heat exhaustion</b></li> </ul>				
CONTROL MEASURES			Yes	No	N/A
<ul style="list-style-type: none"> <li>• Advice sent via parentmail and social media on Friday July 15<sup>th</sup> to recommend children wear PE kit and bring sun cream, hats and water bottles)</li> <li>• Children and staff to wear loose, comfortable clothing (PE kit recommended to parents)</li> <li>• Absences authorised for parents who wish to keep their children at home due to the heat</li> <li>• Children wearing jumpers/cardigans/hoodies instructed to remove them</li> <li>• Y3/4 relocated to main hall and BASC room as cooler in top building</li> <li>• Open external doors to the playground and windows in classrooms to encourage ventilation</li> <li>• Blinds to remain closed in all rooms that face sunlight</li> <li>• Windows should be closed when the outdoor air becomes warmer than the air indoors</li> <li>• Assemblies cancelled</li> <li>• Water bottles to be accessible to children throughout the day and regular reminders to drink every 20 minutes (set a timer)</li> <li>• Children encouraged to use the toilet more frequently as they will be drinking more water</li> <li>• Water bottles purchased for staff (stored in fridges)</li> </ul> <p>Outside:</p> <ul style="list-style-type: none"> <li>• Children straight into classrooms in the mornings – do not line up in direct sunlight</li> <li>• Children line up indoors or in shade at the end of the day</li> </ul>					

<ul style="list-style-type: none"> <li>○ EYFS and Y1/2 stay indoors as usual and released one-at-a-time</li> <li>○ Y3/4 in shade by middle store</li> <li>○ Y5/6 under shed on playground</li> <li>● <b>Children to stay indoors at break and lunchtime</b> <ul style="list-style-type: none"> <li>○ Limit lunchtime menu to reduce heat produced by ovens</li> <li>○ Use dining hall at normal times. Wait for all children to finish and then bring back to main hall (Y5/6 to stay in their classrooms if cool enough)</li> <li>○ EYFS and KS1 in classrooms</li> <li>○ KS2 in main hall</li> </ul> </li> <li>● Ice pops for all children after lunchtime to help cool down</li> <li>● If classrooms are too hot, take children outside but stay in the shade (middle store, sheds or trees on bottom playground)</li> </ul> <p><b>Electricity</b></p> <ul style="list-style-type: none"> <li>● Limit the use of computers and projectors in classrooms to reduce the heat in rooms</li> <li>● Switch as few lights on as possible to reduce heat</li> <li>● Fans that are bought in from home may not be PAT tested – staff responsible for testing that these work safely at home first and conducting visual inspection (no twisted/bent cables, no exposed wiring or electrical circuitry). Fans should not be placed within reach of children or on the edge of tables, sills etc</li> </ul>			
What is the level of risk for this activity/situation	<b>High</b>	<b>Med</b>	<b>Low</b>
Is the risk adequately controlled with existing control measures	<b>Yes</b>		<b>No</b>
Have you identified any further control measures needed to control the risk and recorded them in the action plan	<b>Yes</b>		<b>No</b>
<p><b>Awareness of the symptoms of heat stress/exhaustion and heatstroke</b></p> <p>During heatwaves it's important that everyone stays safe and makes sure they drink plenty of water and avoids being exposed to the sun for too long – this is especially important for children.</p> <p><b>Here are the signs of heat related medical conditions in children</b></p> <p><b>The signs of heat stress are:</b></p> <p>Children may seem out of character and show signs of discomfort and irritability. These signs can include those listed below for heat exhaustion and will worsen if left untreated leading to heat exhaustion and/or heatstroke</p> <p><b>The signs of heat exhaustion include:</b></p> <ul style="list-style-type: none"> <li>● Tiredness</li> <li>● Dizziness</li> <li>● Headache</li> <li>● Nausea</li> </ul>			

- Vomiting
- hot, red, and dry skin
- confusion

**Signs of heatstroke include**

- high body temperature – a temperature of or above 40°C (104°F) is a major sign of heatstroke
- red, hot skin and sweating that then suddenly stops
- fast heartbeat
- fast shallow breathing
- confusion/lack of co-ordination
- fits
- loss of consciousness

**If a child is suffering from heat related illness these are the steps you should take**

1. Move the child to as cool a room as possible and encourage them to drink cool water (such as water from a cold tap).
2. Cool the child as rapidly as possible, using whatever methods you can. For example, sponge or spray the child with cool (25 to 30°C) water – if available, place cold packs around the neck and armpits, or wrap the child in a cool, wet sheet and assist cooling with a fan.
3. Dial 999 to request an ambulance if the person doesn't respond to the above treatment within 30 minutes.

**Contact parents if concerned about heat exhaustion/heatstroke**

**Action Plan**

**Keep children cool.**

**Use outdoor shaded areas / timetable to allow all classes to have a break out if need be**

State overall risk level assigned to the task **AFTER** implementation of control and action plan measures taken as a result of this risk assessment

High	Med	Low
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Is such a risk level deemed to be as low as reasonably practical?

Yes	No
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<b>Assessor(s):</b>	R Mold	<b>Signature(s):</b>	R Mold
<b>Position(s):</b>	Headteacher		

<b>Date:</b>	16 July 2022	<b>Review Date:</b>	
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**Distribution: All staff and Parents**