



St Mark's C of E Junior School

Growing together, becoming all we are created to be

Extreme weather (Heatwave) plan

Governor Committee Responsible:	FGB	Governor / Staff Lead:	Chair of Governors Headteacher
Status	Non - Statutory	Review Cycle	Every three years
Last Review	June 2026	Next Review Date	June 2029

1. Purpose

This plan sets out the actions the school will take to protect pupils, staff and visitors during periods of extreme heat. Children are vulnerable to the effects of hot weather and can become unwell quickly if they become overheated. School staff will take reasonable steps to prevent heat-related illness and ensure the safety and wellbeing of all children, staff and those in the school community.

2. Heatwave triggers

This plan will be activated when:

- The Met Office issues a heat-health alert.
- Forecast temperatures are expected to reach levels that could affect health and wellbeing.
- The Headteacher judges that indoor or outdoor conditions present a risk to pupils or staff.

3. Key Risks

Hot weather may lead to:

- Dehydration
- Sunburn
- Heat exhaustion
- Heatstroke (a medical emergency)

Particular attention will be given to:

- Children aged five years and under.
- Children with medical conditions.
- Pregnant staff members.
- Any pupil or adult identified as vulnerable to heat-related illness.

4. Preventative Measures

Hydration

The pre-school and school will:

- Ensure all children have access to drinking water throughout the day.
- Encourage regular water drinking in classrooms and during playtimes.
- Schedule additional water breaks during hot weather.
- Remind parents to send clearly named water bottles each day.

Sun Protection

The pre-school and school will:

- Encourage children to stay in shaded areas where possible, particularly between 11:00am and 3:00pm
- Request that parents apply sunscreen before school.
- Encourage children to reapply sunscreen where parental consent has been provided.
- Encourage the wearing of:
 - Wide-brimmed hats
 - Lightweight loose-fitting clothing

Classroom Environment

Staff will:

- Close blinds and curtains on sun-facing windows.
- Use shaded rooms where available.
- Reduce unnecessary physical activity.
- Keep classrooms ventilated where this improves comfort and safety.
- Monitor room temperatures and relocate classes if necessary.

Outdoor Activities

The school may:

- Shorten playtimes.
- Use shaded areas only.
- Schedule outdoor learning activities earlier in the day.
- Cancel sports days, PE lessons or vigorous activities during peak temperatures.
- Increase indoor learning opportunities.

5. Staff Responsibilities

Headteacher

- Monitor weather forecasts and alerts.
- Decide whether additional control measures are required.
- Communicate with families regarding any changes to routines.
- Consider partial or full school closure where building temperatures become unsafe.

Teachers and Support Staff

- Monitor children's wellbeing.
- Encourage frequent drinking of water.
- Ensure hats are worn outdoors.
- Report concerns immediately to a senior leader.

Premises Team

- Check ventilation systems.
- Ensure drinking water supplies remain available.
- Assess indoor and outdoor environments for heat-related risks.

6. Recognising Heat Exhaustion

Staff should be aware of the symptoms of heat exhaustion:

- Tiredness
- Weakness
- Dizziness or faintness
- Headache
- Muscle cramps
- Feeling or being sick
- Heavy sweating
- Extreme thirst

Action

1. Move the child or adult to a cooler area.
2. Remove excess clothing if appropriate.
3. Provide cool drinking water.
4. Use cool water sprays, cool cloths or cold packs on the neck and underarms.
5. Inform parents if symptoms persist.
6. Seek medical advice if recovery is not rapid.

7. Recognising Heatstroke

Heatstroke is a medical emergency. Symptoms may include:

- Confusion
- Lack of coordination
- Fast breathing
- Fast heartbeat
- Hot skin with little or no sweating
- Seizures

Emergency Action

1. Call 999 immediately.
2. Move the person to a cool area.
3. Begin cooling measures:
 - Cool water on skin
 - Cold packs on neck and underarms
 - Fanning where possible
4. Continue to monitor until emergency services arrive.

8. Communication with parents

The school will:

- Issue heatwave advice when high temperatures are forecast.
- Remind families about:
 - Water bottles
 - Sun hats
 - Suitable clothing
 - Sunscreen application
- Inform families of any timetable changes, event cancellations or altered collection arrangements.

9. Educational Visits

Before any educational visit during hot weather:

- A dynamic risk assessment will be completed.
- Additional water will be carried.
- Shaded rest areas will be identified.
- Staffing levels will be reviewed.
- Visits may be postponed if temperatures create unacceptable risks.

10. Business Continuity

If temperatures significantly affect the school's ability to operate safely, the Headteacher may:

- Restrict use of certain classrooms.
- Modify the school day.
- Relocate activities to cooler areas.
- Implement partial closure arrangements.
- Seek advice from the Local Authority regarding full closure.

11. Review following a heat wave event

Following any significant heatwave or heat-related incident, the school will review:

- Effectiveness of control measures.
- Any medical incidents.
- Parent and staff feedback.
- Required improvements to procedures and facilities.

See also NHS Guidance: [Beat the heat staying safe in hot weather EASY READ - Updated.pdf](#)