

# Hot Weather Checklist

**School/Setting/Playgroup Name** HEATHCOTE SCHOOL

**Owner:** HEADTEACHER / GOVERNING BODY - HEATHCOTE SCHOOL

**Date Completed.** 13/7/22

AREAS FOR CONSIDERATION		Yes	No
<b>General</b>			
1.	Are Senior Managers taking note of warning alerts for serious weather conditions/ heat wave warnings and acting on them?	✓	
2.	Are thermometers on display within classrooms to record the temperature? <i>NO BUT CHECKED REGULARLY</i>		X
3.	Senior Managers have considered the needs of pupils and staff that may be at greater risk e.g. young pupils and new or expectant staff?	✓	
4.	Has the effects hot weather / heat wave conditions been incorporated into the risk assessments plans of activities such as educational visits and work experience placements?	✓	
5.	Has Senior Managers taken the opportunity to promote hot weather conditions in a positive way to discuss staying healthy and safe in the sun, general health issues, building design, climate change etc., with the pupils? <i>WHERE POSSIBLE</i>	✓	
6.	Has Staff been consulted about control measures to be taken during this period by Senior Mangers? <i>IN JUNE AND TO BE REPEATED</i>		X
<b>Outdoors Areas</b>			
7.	Have considerations been made to postpone physical activities such as sports days, PE lessons and other strenuous activities where temperature is above 30°C?	✓	
8.	Are children being encouraged to stay in the shade?	✓	
9.	Has the clothing policy been adopted to reflect the hot weather conditions and to avoid sunburn and encourage the use of sun hats?	✓	
10.	Has parents been alerted of the need to provide sun cream with a high Sunblock factor to protect skin if children are playing or taking lessons outdoors for more than 20 minutes?	✓	
11.	Are children encouraged to drink more than usual when conditions are hot and do children have reasonable access to drinking water?	✓	
<b>Indoor Areas</b>			
12.	Is the temperature below 30°C? <i>CHECKED REGULARLY</i>		TBC

AREAS FOR CONSIDERATION		Yes	No
13.	Are windows and other ventilation openings in good working order so that adequate ventilation can be provided e.g opened early before pupils arrive on site? <i>NOT ALL IN KIER BUILDINGS</i>		X
14.	Are adequate indoor blinds provided to reflect heat form the sun? (do not let solar shading devices block ventilation openings or windows). <i>NBT ALL IN KIER BUILDINGS</i>		X
15.	Are steps taken to reduce or curtail activities that may generate heat e.g. use of ovens, Science/D&T practical lessons that use heat sources, ICT Suites etc?	✓	
16.	Has appropriate changes been made to the school lunch menu to prevent catering staff from heat exhaustion? (Seek advice from your cook/catering provider). <i>WF CATERING</i>		
17.	Has steps been taken to keep the use of electric lighting to a minimum during heat waves?	✓	
18.	Have all electrical equipment, including computers, monitors and printers should be switched off when not in use and should not be left in 'standby mode'. Electrical equipment, when left on, or in 'standby' mode generates heat?	✓	
19.	Are teachers able to adjust their classrooms or other spaces which are less likely to overheat in preference to others, and adjust the layout of teaching spaces to avoid direct sunlight on children?	✓	
20.	Has the use of oscillating mechanical fans or air conditioning units been provided to increase air movement and cool the environment where necessary? (avoid <b>trailing lead</b> which can cause trip hazards). <i>STILL IN CONSULTATION WITH KIER</i>		X
<b>Emergency Actions</b>			
21.	Are teachers aware of the signs of heat stress and heat exhaustion e.g. Irritability? Children suffering from heat stress will show general signs of discomfort (including those listed below for heat exhaustion) <ul style="list-style-type: none"> <li>• Fatigue</li> <li>• Dizziness</li> <li>• Headache</li> <li>• Nausea</li> <li>• Hot, red and dry skin.</li> </ul> These signs will worsen with physical activity or if left untreated and can lead to heat exhaustion or heat stroke.	✓	

AREAS FOR CONSIDERATION		Yes	No
22.	<p>Are employees aware of the steps that should be taken to reduce body temperature in the event of heat exhaustion or heat stroke? e.g. to</p> <ul style="list-style-type: none"> <li>• Move the child to as cool a room as possible.</li> <li>• Place the child near a fan.</li> <li>• Where available, place cold packs around the neck and in the armpits.</li> </ul>	✓	
23.	Are employees aware of emergency first-aid measure or when to call for an ambulance?	✓	
24.	Any further comments, observations or actions taken (add below)		

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