

Hot Weather Risk Assessment (Extreme Heat)

School: Jennett's Park CE Primary School

Headteacher: Liz Savage

Assessment Conducted By: Liz Savage

Date of Assessment: 6.7.26

Review Date: 6.7.26 (*or sooner if conditions change*)

Location: Whole school site (indoors and outdoors)

1. Hazard Identification

Hazard	Who is at Risk?	Risk Description
Extreme outdoor temperatures (forecast >35°C)	Pupils, staff, visitors	Heat exhaustion, dehydration, sunburn, heatstroke
High internal classroom temperatures (approaching/exceeding 40°C)	Pupils, staff	Unsafe learning conditions, fatigue, reduced concentration
Prolonged sun exposure	Pupils, staff, parents	Sunburn, overheating
Physical exertion in heat	Pupils	Increased likelihood of heat-related illness
Large gatherings (e.g. Sports Day)	Pupils, staff, parents	Overcrowding, lack of shade, dehydration risk
Vulnerable individuals (EYFS/KS1, medical needs)	Identified pupils	Increased susceptibility to heat stress
Spectator exposure	Parents/carers	Risk of collapse or heat illness (previous incident noted)

2. Existing Control Measures

Control Area	Measures in Place
Timetable Adaptation	Outdoor activity restricted to before 11:00am; max 20 minutes outdoors between 9–11am
Lunchtime Safety	Outdoor exposure limited to maximum 5- 10 mins
Event Management	Sports Day postponed to safer dates to avoid peak heat
Activity Adjustment	Activities adapted to reduce intensity; calm, low-energy learning prioritised
Early Collection	Optional early pick-up (12:45–1:05pm) to reduce on-site numbers and exposure Not possible as DFE guidance does not permit
Hydration	Regular drinking encouraged; water bottles required
Cooling Measures	Use of shade, fans, cooling towels, ventilation and blinds to reduce temperature
Clothing	Sports kit permitted all week; hats encouraged. Crocs and covered sandals permitted

Monitoring	Staff monitor pupils for signs of heat exhaustion and respond promptly
Medical Needs	Individual risk considerations for vulnerable pupils
Indoor Controls	Ventilation maximised; non-essential equipment turned off to reduce heat
Curriculum Adjustments	Forest School and high-exertion activities cancelled
Clubs	Selected clubs cancelled or adapted; wraparound provision adjusted

3. Additional Control Measures (Where Required)

Measure	Action Taken	Responsible
Shade for events	Increased shade and early scheduling planned for future events	SLT
Parent communication	Clear expectations shared regarding sun safety and collection	Headteacher / Office
First aid readiness	First aiders prepared for heat-related incidents	First Aid Lead
Weather monitoring	Daily monitoring of Met Office forecasts and warnings	Headteacher
Escalation protocol	Early closure or further adaptations if risk becomes unmanageable	Headteacher

This plan takes account of Public Health England guidance revised Dec 2024

DfE Guidance

Looking after children and those in early years settings during heatwaves: for teachers and professionals [Heat - GOV.UK](#)

In hot weather, or when UV is medium to high, the school will:

- Remind parents to send their children to school with sun hats
- May take the decision to ask children to wear PE kits to school
- Remind parents to put sun cream on their children before they come to school
- Remind parents to send their children in to school with water bottles
- Ensure that the windows are opened in the early morning before school starts
- Encourage parents to let school know if they have any particular concerns regarding their child

In extreme heat, the school will:

We will follow guidance from the Local Authority and Met Office for extreme heatwave warnings.

- Cancel school trips

- Close the school, or finish early with the approval of the Trust

Staff will:

- Encourage children to drink plenty of cool water
- Encourage children to remove jumpers and cardigans
- Remind children to wear their sun hats
- Apply sun cream to smaller children when they are not able to do this themselves, with another member of staff being present.
- Blinds can be kept closed to keep classrooms cooler
- Encourage children to play in the shade
- Encourage children to play quiet and calm games to reduce high activity levels (including stopping football and other sports)
- Consider opening the library to offer a cool space for lunchtime
- Hold sports lessons first thing in the morning when it is cooler, have shorter sports lessons or hold indoor PE lessons
- Keep the children in their classrooms over lunchtime
- Quiet time in class to cool down after lunch hour
- Talk to the children about keeping themselves safe in the sun
- Hold lessons outside in the shade if the classrooms are too hot
- Be vigilant in turning off non-essential lights and electrical equipment as these can raise temperatures
- Look out for signs of heat stress and heat exhaustion
- Send children to a First Aider if they are displaying signs of heat stress or heat exhaustion.

Actions to take if heat stress or heat exhaustion is suspected

Heat stress

Children suffering from heat stress will show general signs of discomfort (including those listed below for heat exhaustion). These signs will worsen with physical activity or if left untreated and can lead to heat exhaustion or heat stroke.

Heat exhaustion

Signs of heat exhaustion include the following.

- Irritability
- Confusion
- Fatigue
- Dizziness
- Headache
- Nausea
- Vomiting
- Hot, red and dry skin

Heatstroke

Sweating is an essential means of cooling and once this stops a child is at serious risk of developing heatstroke. Heatstroke can develop if heat exhaustion or heat stress is left untreated, but it can also occur suddenly and without warning.

The following steps to reduce body temperature should be taken at once.

- Move the child to as cool a room as possible and encourage them to drink cool water.
- Sponge the child with cool, (not cold) water and, if available, place cold packs around the neck and in the armpits.
- Place the child near a fan.

If a child shows signs of confusion, follow the steps above.

If a child loses consciousness, place the child in the recovery position and follow the steps above. In both cases, call 999 or 112 for emergency medical assistance.

If sensible precautions are taken children are unlikely to be adversely affected by hot conditions.

4. Risk Rating

Risk Level	Description
Before Controls:	High
After Controls:	Medium (controlled and monitored)

5. Specific Vulnerable Groups

- EYFS and KS1 pupils
- Pupils with medical needs (e.g. respiratory conditions, dehydration risk)
- Staff supervising outdoors
- Parents/carers attending events without shade

6. Emergency Procedures

Staff will follow Trust guidance for identifying and responding to heat illness:

- Recognise symptoms: fatigue, dizziness, nausea, confusion
- Move pupil to a cool area immediately
- Provide cool water and active cooling (fans, damp cloths)
- Contact first aider
- Call emergency services (999) if:
 - Symptoms escalate (confusion, unconsciousness)
 - Suspected heatstroke

7. Monitoring & Review

- Daily review of:
 - Temperature forecasts
 - Internal classroom conditions
- Ongoing staff vigilance throughout the day
- Real-time adjustments made as required

Review Trigger Points:

- Increase in forecast temperature
- Met Office weather warning changes
- Heat-related incident or near miss
- Changes to staffing or site use

8. Communication

- Parents informed via:
 - Website
 - Bromcom
 - Seesaw / Tapestry
- Staff briefed regularly
- Clear guidance provided regarding:
 - Sun protection (hats, suncream, water)
 - Collection procedures
- Communication limited to official channels to ensure clarity

☒ Summary Statement

Jennett's Park CE Primary School recognises that extreme heat presents a **significant health and safety risk**. Through adaptation of the school day, reduction of outdoor exposure, and clear operational controls, risks are reduced to a **manageable level**. The situation will remain under continuous review to ensure the safety and wellbeing of all pupils, staff and visitors.

9. Approval & Sign Off

Headteacher: Liz Savage **Chair of Governors:** Stuart Marlow July 2026