



Extreme Hot Weather Risk Assessment for Schools July 2022



Document completed by	Dee Bleach written following national and local guidance	Date	17 July 2022
Monitoring by	SLT and SBM	Date	From 18-19 July
Reviewed by	SLT	Date	18 July

Mayflower School has a legal obligation to protect its pupils, its employees and others in the school community from harm. The key principle underpinning this risk assessment is to balance providing an education for pupils with measures needed to manage extreme hot weather. These measures, when implemented, will create a safer environment where the risk from the adverse effects of hot weather will be reduced for pupils and staff.

The risk assessment has been put together for Mayflower School. This is a live document. During the 18-19 July we will review the risk assessment as the situation changes in our school and if there are changes to public health advice, national and/or local guidance. Further measures will be added following ongoing consultation with staff and implementation of the control measures. SLT will monitor the implementation of the control measures throughout the day.

The current guidance has been reviewed prior to writing this risk assessment:

- https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1074023/Heatwave_Plan_for_England_2022_May-2022-v2.pdf
- https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1080970/Emergency_planning_and_response_for_education_childcare_and_children_s_social_care_settings.pdf
- <https://www.gov.uk/government/publications/heatwave-plan-for-england/looking-after-children-and-those-in-early-years-settings-during-heatwaves-for-teachers-and-professionals>
- <https://educationhub.blog.gov.uk/2022/07/14/advice-for-schools-and-other-education-settings-during-a-heatwave/>

If you have health and safety questions or concerns contact amena@mayflower.towerhamlets.sch.uk

Katie Cole the Associate Director of Public Health for Children and Families katie.cole@towerhamlets.gov.uk or Tower Hamlets Health and Safety Officer Raziul Haque Raziul.Haque@towerhamlets.gov.uk



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Key

Level of risk	Suggested action
LOW	Control measures are adequate but continue to monitor and review to ensure that they remain satisfactory and appropriate
MEDIUM	Control measures need to be introduced within a specified time period. Continue to monitor and review
HIGH	Unless control measures can be immediately introduced to reduce the risk so far as is reasonably practicable, the task or activity should be suspended

Key messages

1. Drink water regularly throughout the day and encourage pupils and other adults to do so
2. Stay inside or outside in the shade
3. Avoid being in the sun between 11am and 3pm
4. Wear loose fitting light clothing
5. Avoid strenuous activity – think ‘still’ and ‘calm’
6. Open windows and doors when the temperatures are cooler outside than inside and use blinds to ensure the sun can’t shine through windows
7. Turn off electrical equipment where possible as this generates heat



Risks and Controls Measures

Hazard 1

Temperatures in the building become unusually high for extended periods of time

**Risk rating:
MEDIUM**

Who and how might someone be harmed

Staff, pupils, parents, visitors and contractors could develop heat stress, heat exhaustion or heat stroke

How to recognise **heat stress**

People may seem out of character or show signs of discomfort and irritability. These signs will worsen with physical activity and if left untreated can lead to heat exhaustion or heatstroke

How to recognise **heat exhaustion**

Symptoms vary but will include one or more of tiredness, dizziness, headache, nausea, vomiting, hot/red/dry skin, confusion

How to recognise **heat stroke**

Heat stroke is where the mechanism that controls body temperature stops working. Symptoms may include body temperature of 40°C or above, red hot skin and sweating that suddenly stops, fast heartbeat, fast shallow breathing, confusion/lack of co-ordination, fits, loss of consciousness

Measures in place to control risks

Outdoors

- Encourage children and colleagues to drink frequently and more than usual
- No physical activity when temperatures are above 30°C
- Children playing outdoors to stay in the shade
- Remind parents to send children in loose, light-coloured clothing and sunhats
- Apply sunscreen in the morning
- Avoid being in the sun between 11am and 3pm
- Consider using water for cooling purposes, e.g. light spray, trays of water for cooling feet, hosing surfaces to cool them (NOT water fights as these are often vigorous activities)



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Indoors

- Encourage children and colleagues to drink frequently and more than usual
- Pupils may find it cooler with shoes and socks off
- Make sure all windows and doors are opened as early in the morning as possible and remain open until the outside temperature becomes warmer than the inside temperature
- Close indoor blinds making sure this does not block ventilation
- Where possible, turn off lights and all electrical equipment when not in use – leaving on standby generates heat
- Move tables to avoid direct sunlight on children and adults
- Timetable time in cooler areas of the building
- Fans could be used to increase air movement if temperatures are below 35°C. When temperatures rise above 35°C fans can worsen dehydration

Playtime and lunchtime

- Move outside playtimes to early in the morning
- Timetable playtime outside so it can happen in the shade
- Consider having friendship time in classrooms at lunchtime
- Provide cold food at lunchtime
- Provide ice lollies as long as there are no allergies

Heat related illness

- Ensure all staff are aware of the signs of heatstroke and how to manage this
- Monitor children and colleagues for heat related illness. Those most at risk are those under 4 years old, overweight or taking medication
- If someone shows signs of heat related illness:
 - Move them to a cool room straightaway and encourage them to drink cool water (cold tap)
 - Cool the child or adult as quickly as possible
 - Place cold packs or wet tissues on the back of the neck and arm pits
 - Provide a wet sponge or cool water spray (25°C to 30°C)
 - Wrap the child in a cool wet sheet
 - Assist cooling with a fan
 - Dial 999 if the person doesn't respond to cooling measures within 30 minutes
 - If the child or adult loses consciousness or has a fit, place them in the recovery position, call 999 and follow the steps above until medical assistance arrives



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Pupils or staff with underlying medical conditions

- Speak with parents of pupils with underlying medical conditions to check that the planned measures are appropriate and whether further measures may be required. Remote education at home may be required in some circumstances. Make brief notes during the conversation and share these with the Headteacher
- Speak with staff with underlying medical conditions including pregnant staff members to check that the planned measures are appropriate and whether further measures may be required. Risk assess whether it is safer for the staff member to work from home or attend the workplace, taking into account the temperatures experienced at home, at school and when travelling. It may be cooler for a staff member to be at work if their transport is air-conditioned, for example. Working from home may be required in some circumstances. Make notes during the conversation and share these with the Headteacher
- Check in with these pupils and staff members throughout the period of extreme hot weather to reassess the measures in place and adjust if required

Nursery pupils

Note that children under 4 years old are less able to regulate their body temperature effectively

- Monitor these pupils closely for signs of heat related illness
- If temperatures inside the classroom rise to above 32 °C close the nursery provision. Where parents are unable to collect their children, move these children to a cooler place in the building

Overall risk of being open (low, medium or high)

MEDIUM



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Key heatwave public health messages from Tower Hamlets Public Health - to be shared with parents

Messages for parents

- Please ensure your child is dressed for hot weather
- Bring a sun hat or light scarf
- Apply sunscreen
- Bring in water bottles
- Walk on shaded side of the street where possible
- Allow extra time to travel to school to avoid exertion and wear light, loose-fitting cotton clothes

Messages for all members of the public

Stay out of the heat:

- keep out of the sun between 11am and 3pm
- if you have to go out in the heat, walk in the shade, apply sunscreen and wear a hat and light scarf
- avoid extreme physical exertion
- wear light, loose-fitting cotton clothes

Cool yourself down:

- have plenty of cold drinks, and avoid excess alcohol, caffeine and hot drinks
- eat cold foods, particularly salads and fruit with a high water content
- take a cool shower, bath or body wash
- sprinkle water over the skin or clothing, or keep a damp cloth on the back of your neck

Keep your environment cool:

- keeping your living space cool is especially important for infants, the elderly or those with chronic health conditions or who can't look after themselves
- place a thermometer in your main living room and bedroom to keep a check on the temperature
- keep windows that are exposed to the sun closed during the day, and open windows at night when the temperature has dropped
- close curtains that receive morning or afternoon sun, however, care should be taken with metal blinds and dark curtains, as these can absorb heat – consider replacing or putting reflective material in-between them and the window space
- turn off non-essential lights and electrical equipment – they generate heat



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- keep indoor plants and bowls of water in the house as evaporation helps cool the air
- if possible, move into a cooler room, especially for sleeping
- electric fans may provide some relief, if temperatures are below 35°C

Longer-term

- consider putting up external shading outside windows
- use pale, reflective external paints
- have your loft and cavity walls insulated – this keeps the heat in when it is cold and out when it is hot
- grow trees and leafy plants near windows to act as natural air-conditioners

Look out for others:

- keep an eye on isolated, elderly, ill or very young people and make sure they are able to keep cool
- ensure that babies, children or elderly people or pets are not left alone in stationary cars
- check on elderly or sick neighbours, family or friends every day during a heatwave
- be alert and call a doctor or social services if someone is unwell or further help is needed

If you have a health problem:

- keep medicines below 25 °C or in the refrigerator (read the storage instructions on the packaging)
- seek medical advice if you are suffering from a chronic medical condition or taking multiple medications

If you or others feel unwell:

- try to get help if you feel dizzy, weak, anxious or have intense thirst and headache;
- move to a cool place as soon as possible and measure your body temperature
- drink some water or fruit juice to rehydrate
- rest immediately in a cool place if you have painful muscular spasms (particularly in the legs, arms or abdomen, in many cases after sustained exercise during very hot weather), and drink oral rehydration solutions containing electrolytes.
- medical attention is needed if heat cramps last more than one hour
- consult your doctor if you feel unusual symptoms or if symptoms persist

[Katie Cole](#)

Associate Director of Public Health for Children and Families