



## Extreme Weather Procedure

At Riverside Primary School, our site has both indoor and outdoor learning facilities and all of these are subject to the effects of extreme weather conditions. As a school, we have a duty of care towards pupils and staff to ensure the environment in which we work, learn and play supports health, safety and wellbeing.

**This document details the school's procedure for dealing with ice, snow and other adverse and/or prolonged winter weather conditions as well as extreme heat and prolonged high temperatures in the summer.**

The aim of any procedure is to provide, as far as is reasonably practicable, safe access and working conditions for staff, pupils, parents and visitors. Procedures may involve gritting, snow clearing and the closure of some access routes during winter months and air flow/shade during summer months. All reasonable efforts will be made to ensure that the school remains open as normal.

For the purpose of outlining these procedures, we have categorised extreme weather into two parts: **Cold Weather** and **Hot Weather**

**Cold weather:** *high winds, excessive rainfall, snow and ice*

**Hot weather:** *high temperatures including very high temperatures (in excess of 30 degrees Celsius), maximum sunlight exposure*

The sections below identify the procedures we will adopt in the event of either category of extreme weather

### **Cold weather guidance:**

It is essential that pupils arrive at school each day prepared for cold weather. Pupils must be dressed appropriately so that they remain safe and comfortable during the following times: before and after school in the playground, morning and lunchtime playtimes, fire drills, timetabled outside learning experiences.

#### **Indoors:**

- The room will be heated to the appropriate temperature and interiors doors will be kept closed to retain heat.

- Children should wear clothing to cover arms and legs – school sweatshirt, long trousers. The school will provide spare sweatshirts and trousers/jogging bottoms if required.

### Outdoors:

Parents should ensure that their child wears the following items needed to stay warm and comfortable when outside:

- Warm coat
- Gloves/Mittens
- Head/Ear covering (or coat with hood)
- Boots/Foot wear with a good grip

During snowy and icy conditions, the school ensures priority areas for gritting around the school site have been established for gritting before the start of the day; paths between entrances, access routes to breakfast club, fire exits and gated entrances.

Outdoor areas are continually monitored including break-times, to assess when it is safe to use outdoor areas of the school. The team leaders for playground duties, in conjunction with SLT assess risks, and if necessary children remain in classrooms at break.

The Headteacher will assess whether there is intolerable risk posed to the school community in opening the school; either through conditions on the school site or the inability of staff, children, parents and carers to access the school site. In this case, the school is closed; informing parents and carers through text message and the school website, and also notifying the Local Authority of the decision.

### **Hot weather guidance:**

Very high temperatures can affect the ability of staff and pupils to concentrate and to take part in lessons / activities effectively. The school will ensure that reasonable steps have been taken to achieve a comfortable temperature. This will include:

#### Indoors:

- Keep the room as ventilated as possible (open windows early in the morning to allow stored heat to escape from the building; close windows slightly when the outdoor air becomes warmer than the air indoors and close blinds)
- Turn off lights
- Indoor thermometers will be used to ensure that room temperatures are monitored regularly during the hottest parts of the day
- Remain hydrated and drink regularly – time will be provided for children to have water.
- Appropriate changes to the school lunch menu

## Outdoors:

- Planned outdoor activities that incorporate shade
- Children should wear a sun hat at all times when outside. If they do not have a hat, they should stay in shaded areas.
- Children should wear loose, light clothing – school dress code regulations will be relaxed
- Parents should apply sun screen to their child before school and send in sun screen (in a named bottle) for the child to apply themselves at school. \*Staff will re-apply sun cream to pupils, as necessary, in the presence of another member of staff.
- Children will not take part in vigorous physical activity on very hot days
- Children playing outdoors will be encouraged to stay in the shade (under canopies)
- Shortening the length of outdoor playtimes

\*Riverside Primary School **does not** maintain a supply of suncream for general use, due to the potential risk of allergies from the ingredients in the various types of sun cream available.

Outdoor areas are continually monitored, including break-times, to assess when it is safe to use outdoor areas of the school during hot weather. The team leaders for playground duties, in conjunction with SLT, assess risks and if necessary children remain in classrooms at break time(s)

Pupils will be reminded about sun safety in class and assemblies.

Additional considerations may be needed on occasions of prolonged exposure such as sports events or trips/visits. Each occasion will be subject to a risk assessment.

School staff assess the risks posed by extreme weather for P.E. lessons, Sports Days and other events. Where appropriate, these activities are postponed until the risks are reduced.