Alexandra Primary School

Aspire, Perform, Succeed

Alexandra Primary School

Severe Hot Weather Risk Assessment

Activity: School operations during periods of severe hot weather

Location: Whole School Site
Assessment Date: 23rd June 2026
Review Date: 26th June 2026
Assessor: Headteacher and School business manager

Hounslow Hot Weather and Sun Safety Guidance and HSE Heat stress checklist used to support writing this Risk Assessment

Hazard

High temperatures, excessive sun exposure and heat-related illness affecting pupils, staff, visitors and contractors.

People at Risk

- Pupils
- Staff
- Visitors
- Volunteers
- Contractors
- Vulnerable individuals (e.g. pupils with SEND, medical conditions, asthma, diabetes, obesity, heart conditions, pregnancy staff, people with serious mental health concerns.)

Risks Identified -

Hazard	Potential Harm	Existing Controls	Further Action Required
High temperatures in classrooms	Heat exhaustion, dehydration, headaches, reduced concentration	Windows opened early in the morning, blinds closed during hottest part of day, fans used where available	Monitor classroom temperatures and relocate classes if necessary. Lights and screens and computers turned off Doors open Relax dress code, cool flowing clothes. Consider school starting earlier and finishing earlier.
Dehydration	Dizziness, fainting, heat exhaustion	Water bottles available throughout the day, additional drinking opportunities provided	Remind children and staff regularly to drink water

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Sun exposure during playtimes and PE	Sunburn, heat exhaustion, heatstroke	Sun safety guidance issued to parents, hats encouraged, shaded areas available	Reduce outdoor time during peak temperatures. Reduce lunchtime period, open classrooms for shade and M&D room
Outdoor physical activity	Overheating, collapse, illness	PE adjusted according to weather conditions	Suspend strenuous outdoor activity when temperatures are excessive Restrict length of time for PE
Staff working in hot conditions	Fatigue, dehydration, reduced wellbeing	Access to drinking water and cooler spaces	Encourage regular breaks Check with Wilson Jones that staff have been provided with guidance for hot weather.
Medical conditions exacerbated by heat	Increased health risks	Medical plans in place and vulnerable pupils identified	Additional monitoring of vulnerable individuals Provide regular drinking water in the classrooms
Hot playground surfaces	Burns, discomfort	Staff monitor surfaces before use	Restrict access if surfaces become unsafe No play equipment because of hot surfaces.
Educational visits and trips	Increased exposure to heat and sun	Separate visit risk assessments completed	Review viability of trips during heatwave conditions. Cancel before and after school sports clubs.

Control Measures

Hydration

- Children and staff encouraged to drink water regularly.
- Water bottles available in classrooms.
- Additional water stations established if required.
- Staff actively remind pupils to drink water throughout the day.

Classroom Environment

- Windows opened early to allow ventilation.
- Blinds and curtains closed on sun-facing windows.
- Non-essential electrical equipment switched off where appropriate.
- Fans used safely and in accordance with manufacturer guidance.
- Use the spaces identified that can be cooled – M&D Room, CPD Room, 2x IT suites, Outside Classroom, Adobe.
- Alternative cooler learning spaces utilised if necessary.
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Clothing

- Relaxation of uniform expectations where appropriate.
- Lightweight clothing permitted.
- Sun hats encouraged outdoors.
- Parents reminded to apply sunscreen before school.

Outdoor Activities

- Playtimes adjusted to utilise shaded areas.
- Outdoor learning reviewed according to conditions.
- Sports Day, PE and vigorous activities modified, shortened or postponed if necessary.
- Peak heat periods (11:00am–3:00pm) avoided where possible.

Vulnerable Pupils and Staff

- Additional monitoring of pupils with medical conditions.
- SEND pupils who may struggle to communicate discomfort monitored closely.
- Pregnant staff and those with health conditions offered appropriate adjustments.

First Aid Arrangements

Staff should be aware of symptoms of:

Heat Exhaustion

- Headache
- Dizziness
- Excessive sweating
- Nausea
- Tiredness

Action

- Move to a cool place.
- Give water.
- Loosen clothing.
- Inform first aider.

Heatstroke (Medical Emergency)

- Confusion
- Loss of consciousness
- Hot skin
- Seizures
- Temperature above 40°C

Action

- Call 999 immediately.
- Move person to a cool location.
- Cool with water and fans while awaiting emergency services.

Communication

- Parents informed of hot weather arrangements.
- Staff briefed on heat-related risks and control measures.
- Weather forecasts monitored daily during periods of extreme heat.
- Decisions regarding events, trips and sports communicated promptly.

Dynamic Actions During Amber or Red Heat Alerts

Action	Responsible Person
Monitor Met Office warnings daily	Headteacher / Site Manager
Review outdoor activities	SLT
Increase hydration reminders	All Staff
Consider indoor breaktimes	SLT
Review classroom temperatures	Site Team
Communicate with parents	School Office
Consider early collection of vulnerable pupils if advised by health authorities	Headteacher

Residual Risk Rating

Likelihood: Low
Severity: Medium
Overall Risk: Low to Medium (with controls implemented)

Approval

Assessor: J Norton and K Griffiths

Signature: _____

Date: 23/06/2026

Headteacher: John Norton

Date: 23/06/2026