



EXTREME HEAT ACTION PLAN & RISK ASSESSMENT



Completed by Matthew Bown (Headteacher)
Date Completed – 24th June 2026

Background Information

- In the week beginning 22nd June 2026 extreme weather warnings were put in place by the Met office.
- On this day warnings started as yellow, then moved to orange and then to red during the course of the school day.
- On this day decisions were made by the Headteacher as to what could be done to ensure pupils and staff were kept safe and well.
- Warwickshire County Council issued guidance on Tuesday 23rd June, in line with the DfE guidance on extreme weather.
- Records were broken on Tuesday 23rd June for the hottest day in June ever recorded.
- The following day temperatures were higher and the forecast was to remain high for the rest of the week.

SUMMARY OF MAJOR RISKS – BEFORE ACTIONS TAKEN

Risk	High	Medium	Low
Sunburn			
Dehydration			
Excessive Classroom Temperatures			
Lethargy			
Certain groups with medical conditions are at risk of health issues			



EXTREME HEAT ACTION PLAN & RISK ASSESSMENT



Actions Plan to Reduce Risks

Risk	Risk prior to action High / Medium / Low	Actions to be taken	Risk after action High/ Medium/ Low
A person gets sunburnt	High	• Parent/carers are requested to put sun cream on children before they come to school. • Sun cream can be applied during the school day by the child or their parent/carer may come in to do this. • Parent/carer requested to send child into school with a sun hat. • Children are kept out of the sun during their lessons. • Children are directed to sit in shady areas of the school field during break and lunchtimes. • Staff are requested not to work in direct sunshine. EG. PE lessons inside or in the shade / Forest school to only use the shaded areas to work in. • All events that are due to take place outside in the sunshine to be rescheduled. EG. Sports mornings. • Blinds and curtains will be kept closed in sun-facing rooms.	Low
Dehydration	High	• Parent/carer requested to send their child in with a water bottle. • Any child without a water bottle to be given water in a cup during the school day. • Parent/carer to be contacted if a child is sent in without a water bottle. • The school has 2 water stations in the building. Children to use these to fill their bottles with cold filtered water. • Staff encourage children to drink water regularly and give hydration breaks. • Physical activity is significantly restricted outside during break and lunchtime. No sports to take place and no running games. • PE lessons to be re-thought to ensure physical activity is significantly reduced. • Pupils in school to wear cooler clothing, Pe kits instead of full uniform.	Medium



EXTREME HEAT ACTION PLAN & RISK ASSESSMENT



Risk	Risk prior to action High / Medium / Low	Actions to be taken	Risk after action High/ Medium/ Low
Excessive Classroom Temperatures	High	- Classroom temperatures to be monitored closely during this period of extreme heat. - Fans and any equipment to reduce temperatures and/or increase air flow to be used in classrooms. - Teachers and adults encouraged to use cooler areas of school that are available to deliver learning. - Teachers encouraged to deliver lessons outside if cooler, in shaded areas such as under the canopies, the forest school shelter or shaded areas of the field. - If temperatures reach a point where it is very high, the school will give parents/carers the option of collecting children in the afternoon to go home. This decision will be made by the Senior Management Team. - If temperatures reach a point where it is extremely high, and children and staff's safety is a concern, the school may shut in the afternoon for all pupils in line with health and safety guidance. Decision again made by the Senior Management Team.	Medium
Lethargy	Medium	- Pupils in school to wear cooler clothing, PE kits instead of full uniform. - Physical activity to be significantly reduced during the school day. - Demands on learning to be reduced.	Low



EXTREME HEAT ACTION PLAN & RISK ASSESSMENT



Risk	Risk prior to action High / Medium / Low	Actions to be taken	Risk after action High/ Medium/ Low
Certain groups with medical conditions are at risk of health issues	High	- Any professional advice given regarding individual children and heat to be followed. - Children with known medical conditions to be discussed with parents as to any amendments that can be made to the school day to ensure they are safe. - Parental wishes to be respected if they believe the temperatures are of a level that poses a significant health risk to their child with a medical condition and they instruct the school that they are safer at home. - Children sent in to school with medical conditions, and are showing signs of not coping or being unwell, parents to be phoned. An appropriate adult to discuss with parents the best options for the child to ensure their health and safety.	Medium



EXTREME HEAT ACTION PLAN & RISK ASSESSMENT



ADDITION INFORMATION

Communication with parent /carer

- The school sees that effective communication with parents about any risks and/or actions as essential during periods of extreme heat.
- The school asks parents to support the plan in place and share any concerns about any actions to reduce the risks with the person responsible for the plan (the Headteacher).
- If any parent/carers has any health information, that may be unknown to the school, regarding the impact of extreme temperature on their child's health and safety, please contact the school as soon as possible to discuss this.

Ongoing monitoring of the risks

- The school will follow guidance on extreme heat given by Warwickshire County Council, the Department for Education and the Met Office.
- The school will monitor weather forecasts and aim to prepare mitigation measures in advance.
- This is a live document and can be reviewed and updated at any time.
- If this document is updated, this will be communicated to all stakeholders.

SUMMARY OF MAJOR RISKS – AFTER ACTIONS TAKEN

Risk	High	Medium	Low
Sunburn			
Dehydration			
Excessive Classroom Temperatures			
Lethargy			
Certain groups with medical conditions are at risk of health issues			