

Hot Weather Policy

(Reviewer: Lloyd Dannatt, August 2023)

(Approved by SMT, August 2023)

In order to maintain a comfortable environment in teaching spaces during periods of hot weather, some or all of following additional measures may need to be taken. The objective is to:

1. Maximise airflow through the classrooms during the day
2. Allow for continuous cooling of the building(s) overnight.

When the daytime temperature exceeds 22°C and/or the inside temperature exceeds 22°C the following measures should be taken:

Doors

- Classroom doors should be left open (day and night) as wide as possible using the electronic hold-open device
- Door wedges must be removed whenever a member of staff is not present
- Science Lab doors must always be left locked-shut whenever a member of staff is not present.

Windows

- All second-floor windows should be left open but in such a way as to prevent rain entering the building
- High level first floor windows should be left open (with due consideration to security) in such a way as to prevent rain entering the building
- Window vents (if installed) should all be left open through the day and night.
- Windowsills must be left clear to prevent obstruction of the window vents.

Lights

- All manually controlled lights should be turned off when the classroom is not in use.

Electrical Equipment

- At the end of the working day any electrical equipment such as fans and computers must be turned off.

Additional Notes

Ahead of external examination sessions, as a precautionary measure, mobile air conditioning units will be hired for use in the Sports Hall whilst it is being used as an examination hall and uniform regulations may be relaxed.

If deemed appropriate a member of the SMT may wedge open exterior doors during the working day to facilitate increased air flow, staff working in the building will be notified that the door has been wedged open. They will ensure that the wedge is removed again at the end of the working day.

In extreme temperatures The Head of College or Deputy Head of College will relax the uniform regulations and, if they feel it appropriate, may permit pupils to wear Sports Kit instead of School Uniform.

During periods of hot weather pupils and staff should keep appropriately well hydrated.

