



INTEGRITY • COMMITMENT • RESPECT

ST JOHN'S  
SCHOOL

# St John's School Policy

## Heat Illness

SJS Feb 24

Date Created:	January 2024		
Approved By:	Headteacher	School Improvement Team	School Governors Committee
	Date: January 2024	Date: xxxxxxxx	Date: xxxxxxxx
Next Review Date:	February 2025		
Related Policy/ Linked Policies	JSP 375 Chap 41, Vol 1 (V1.4 Apr.23) JSP 375 Chap 8, Vol 1 JSP 375 Chap 19 (young persons), Vol 1 JSP 815 DCS-Directive-3.2.11-MOD-Schools-Outdoor-Learning-and-School-Visits-v3.0.pdf		

## 1.1 Introduction

Heat illness is a serious, potentially life-threatening condition. 'Heat illness' refers to a range of medical conditions including heat exhaustion and heat stroke. It is difficult to distinguish between the conditions and they may exist at the same time. In this policy, the term heat illness refers to a person becoming ill as a result of a rise in their core body temperature.

## 1.2 Rationale

To ensure the well-being and safety of students and staff at St. John's School during outdoor activities by promoting safety measures that minimise the risk of heat illness. This policy is adapted from and written in line with JSP 375 Vol 1 Chap 41 (V1.4 Apr.23). This policy does not replace JSP 375 Vol 1 Chap 41, rather it interprets it for a local secondary school setting.

## 2.1 Policy Statement 1

The Head Teacher holds overall accountability for the delivery and implementation of all aspects of this policy. The Head Teacher is the appointed manager for all those taking part in the routine business of the school where factors increase the risk of heat illness. Specific teachers may assume specific responsibility to command or supervise specific activity that they are leading upon where the risk of heat illness exists. An example could include a lesson in physical education, where the teacher leading the lesson would be the appointed manager. It is the responsibility of the appointed manager to make sure that:

- a) heat illness is considered when any activity is being planned;
- b) risk assessments are carried out and are approved before they are relied upon;
- c) controls to lower the risk are identified, communicated to relevant personnel and complied with; and
- d) when an activity has been paused because symptoms of heat illness have been observed, a dynamic risk assessment is carried out and the activity does not start again until further controls have been put in place.

## 2.2 Policy Statement 2

Appropriate risk assessments are carried out by the appointed manager (teacher) and approved by the Head Teacher. The control measures identified in the risk assessment are communicated to the students and staff taking part in the activity. The risk assessment and control measures must be followed. In completing risk assessments, the following five-step process will be followed. Additional details can be found in JSP375 Chap 8, Vol 1 and JSP 375 Vol 1 Chap 41 (V1.4 Apr.23).

The five-step process:

- I. Identify the hazard
- II. Decide who might be harm and how
- III. Evaluate the risks and identify suitable and sufficient controls
- IV. Record and implement findings
- V. Review the risk assessment and update as necessary

There are a range of factors to be taken into consideration as part of the five-step process these can be found in JSP375 Chap 8, Vol 1 and JSP 375 Vol 1 Chap 41 (V1.4 Apr.23). These are further supported by the following:

### Sunscreen Usage:

- Students and staff at St. John's School are encouraged to apply sunscreen with a minimum SPF of 30 before engaging in outdoor activities.
- Sunscreen should be reapplied every two hours, or more frequently if swimming or sweating.

### Protective Clothing:

- St. John's School recommends that students wear hats with brims and sunglasses to shield their faces and eyes from the sun.
- Lightweight, long-sleeved clothing is advised for extended outdoor activities.

#### Outdoor Activity Timing:

- Whenever possible, outdoor activities at St. John's School should be scheduled before 1015hrs to avoid peak sunlight hours. Whether activity will go ahead will be determined through the Wet Bulb Globe Temperature (WBGT) forecast.

### Shaded Areas:

- St. John's School prioritizes outdoor areas for activities that include shaded spaces or temporary structures to provide relief from direct sunlight.

### Hydration:

- St. John's School encourages students to bring reusable water bottles that should be filled at water stations before school and during break times in order to prevent dehydration, especially during warm weather.

## **Education and Awareness:**

- St. John's School conducts regular awareness programs to educate students, staff, and parents about the importance of sun safety.
  - Informative materials are posted in visible areas to reinforce sun safety practices.
- Special Considerations:
- St. John's School takes into account individual needs for sun safety, especially for students with specific health conditions or sensitivities. These are outlined through individual health care plans.

## **Staff Training:**

- St. John's School provides training sessions for staff on recognising and addressing signs of sun-related issues. This includes the annual mandatory completion of the Heat Illness Training provided by the Ministry of Defence Learning Gateway
- Staff members are knowledgeable about the implementation of sun safety measures.

## **Policy Communication:**

- St. John's School disseminates the sun safety policy to all stakeholders, including students, staff, and parents.
- Regular updates and communication about any changes or additions to the policy are provided.

## **2.3 Policy Statement 3**

In case of physically demanding activities such as Physical Education and off site trips and excursions:

- a WBGT forecast and the work/rest tables must be used when planning an activity to inform the risk assessments.
- A QT34 dynamic reading that is representative of the location of the activity must be used whilst the activity is being delivered.

For all routine business held on the school site the risk assessments should include a WBGT forecast and dynamic risk assessments should include QT34 readings.

### **2.3.1 Young People**

A child's ability to thermoregulate (control core body temperature) is not the same as, or as effective as, an adult. Students and young people may be at increased risk of heat illness. Further guidance on health and safety considerations when working with young people is given in Chapter 19 (Young persons) of JSP 375, Volume.

## **2.4 Policy Statement 4**

The control measures in the risk assessment must be complied with. If the control measures in the risk assessment or any other aspect of this heat illness prevention policy cannot be complied with, the manager must pause or stop the activity

## **2.5 Policy Statement 5**

All activity must be dynamically risk managed. If heat illness symptoms are observed:

- the activity must be paused, must be dynamically risk assessed and further control measures must be applied
- If further control measures cannot be applied the manager must pause or stop the activity
- all suspected and confirmed heat illness casualties must be reported to the Head Teacher and investigated in accordance with school and Defence organisation policy (see JSP 375 Chap 16, Vol 1)

## **2.6 Policy Statement 6**

Those involved in planning or undertaking activities which involve the risk of heat illness must receive suitable training. The Head Teacher is responsible for ensuring staff have completed suitable training and can manage the risks associated with heat illness.

### **2.6.1 Leaders**

The Head Teacher and the Senior Leadership Team have a duty of care, meaning they are legally responsible for the health and safety of others and must be appropriately trained. They must have a sound understanding of this policy and JSP 375 Vol 1 Chap 41 (V1.4 Apr.23). School leaders must be able to continuously manage the risk of heat illness and make sound judgements and decisions in all eventualities.

### **2.6.2 Employees of St John's School**

All employees should have a basic level of knowledge relating to heat illness and this policy. The minimum requirement is for staff to understand what causes heat illness, what the signs and symptoms are, and what they can do as an individual to help reduce the risk and what control measures to take if they notice signs of heat illness in themselves or others.

### **2.6.3 Mandatory Training**

All employees must complete 'An introduction to heat illness prevention training' Module 1, which is available on the Defence Learning Gateway. This training must be completed at the earliest opportunity and then at least every two years.

The Head Teacher and Senior Leaders as well as members of staff who regularly plan activities where students maybe at a greater risk (Physical Education and/or the organisation of school trips must also complete Modules 2 and 3 of the Heat Illness prevention training available on the Defence Learning Gateway.

### **3.1 Monitoring and Evaluation**

The application of this policy must be assured in line with JSP 815 and ensure that the policy is being followed and put into practice effectively.

The effectiveness of the policy will be monitored by the Head Teacher  
Evaluation will be informed by the whole school community including feedback from parents/guardians. The policy will be reviewed annually in the light of these contributions and updates to guiding JSP's.