

Hounsome Fields Primary School

Hot Weather and Sun Safety Policy 2025 - 2027



Date of Approval:	Summer 2025
Date of Next Review:	Summer 2027

Hounsome Fields Primary School
Treetop Avenue. Basingstoke
Hampshire RG23 7GJ



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Hot Weather and Sun Safety Policy

Protection from exposure to the sun is an issue the school must consider for both pupils and staff. As an employer the school has an obligation to protect staff and pupils from exposure.

At Hounsome Fields Primary School, we acknowledge the importance of sun protection and believe in sun safety to ensure that children and staff are protected from skin damage caused by the harmful ultra-violet rays in sunlight while enjoying the sun and sunny weather safely.

The main elements of this policy are:

- Protection: providing an environment that enables pupils and staff to stay safe in the sun.
- Partnership: working with parents, governors, and the wider community to reinforce awareness about sun safety and promote a healthy school.
- Planning: ensuring the school is prepared for hot weather and staff and pupils are kept safe.

Protection from the Sun Outdoors:

- Hold outdoor activities in areas of shade whenever possible and encourage children to use shady areas during playtime, lunchtime, sports and trips.
- When outside in sunny weather, pupils are encouraged to wear hats that cover the ears, face and neck.
- In Reception, there is a **no hat, no outdoor play** rule due to the extended periods of time the children can be outside for.
- Pupils are allowed to wear UV protective sunglasses – not sunglasses for fashion/style purposes.
- Staff will be encouraged to wear suitable hats and clothing when on playground duty and teaching outdoors on sunny days to reinforce the SunSmart message.
- Sunscreen use will be encouraged on days when the sun is strong during summer at lunch breaks, during PE lessons and on school trips.
- Pupils will be asked to bring in their own labelled bottle of sunscreen to be left in their school bag.
- Sunscreen must be applied by the pupil and not by a member of staff unless part of a specific personal medical plan approved by the school in full collaboration with the child's parents or guardians. Staff will support children to independently apply sun cream to ensure good coverage.
- Parents of children who are more at risk of sun damage (fair skin / medical conditions) must inform the class teacher so that there can be more frequent opportunities to apply sunscreen and play in the shade.
- We will send communication home asking for parents to apply sunscreen to pupils before they come to school when the sun is strong during the summer months.
- We will remind children to re-apply sunscreen when necessary.
- The availability of shade is considered when planning excursions and all outdoor activities.

Protection from the Sun Indoors

- Windows and other ventilation openings will be opened during the cool of early morning to allow stored heat to escape from the building.
- The use of electric lighting will be kept to a minimum during heatwaves.
- All electrical equipment, including computers and monitors will be switched off when not in use and will not be left in standby mode.

Maintaining Children's Health during Hot Weather Conditions

- Pupils will be encouraged to eat normally.
- Pupils will be encouraged to bring their own labelled water bottle to school. They will be encouraged to drink plenty of water on hot days.
- Classroom layouts will be adjusted if necessary to avoid direct sunlight on pupils.

Heat wave Plan (Exceptional circumstances and confirmed by the head teacher):

- All outdoor activities will be suspended during the hottest part of the day.
- Strenuous outdoor activity will be limited.
- Relaxation of the uniform to summer dress code to be followed.
- Ensure both staff and pupils have access to fresh drinking water at all times.
- Monitoring of members of staff or pupils who are unusually susceptible to the effects of heat (e.g.: those with medical conditions, pregnant women, menopausal women).
- Checking the temperature of metal and plastic playground equipment before children play on it.
- All staff to be clear on the signs and symptoms of heat exhaustion and heat stroke and know how to treat suspected cases.
- All windows to be shaded by blinds or reflective film and easily opened to allow fresh air to circulate.
- Risk assessments to be carried out to determine whether electric fans will be beneficial (e.g.: for badly ventilated or windowless rooms).
- Class teachers to make judgements as to the temperature of classrooms and make internal arrangements to teach in cooler areas where possible.
- PE lessons will be carefully planned to avoid sun exposure, unnecessary exertion and dehydration. In extreme weather, outdoor PE lessons will be held inside.

Appendix 1: Child friendly Hot Weather and Sun Safety Policy



Drink lots through the day
- at least 1 full bottle!



Put sun cream on **before**
school

Name it and apply **again** it
at lunchtime- ask a
teacher to help guide you!



Bring a **named** sun hat
- it doesn't need to be
the school purple!



Bring **named** sunglasses, but be careful, they may
get broken, scratched or lost! These must offer
UV protection, not just look good!