

Penong Primary School

Respect Community Achievement



Government of South Australia
Department for Education



Hot Weather Policy and Procedure

PURPOSE

The purpose of this policy and procedure is to clearly outline Penong Primary School's commitment to meeting their duty of care and responsibilities in respect to hot weather events.

SCOPE

This policy procedure applies to all school days where the forecast temperature is 39 degrees or over.

POLICY STATEMENT

Penong Primary School is committed to ensuring the health and well-being of all students at all times. While all classrooms are fully air-conditioned thus ensuring that students are not exposed the extreme weather conditions, the school respects the right of parents/caregivers to collect their child/children earlier than the scheduled end of school day on hot weather days.

DEFINITIONS

Hot Weather Day

A Hot Weather Day is a day the forecast temperature is 39 degrees or over.

RESPONSIBILITIES

The **Governing Council** is responsible for:

- approving the hot weather Policy and any subsequent revisions

The **Principal** is responsible for:

- presenting the Hot Weather Policy and Procedure and any subsequent revisions to the Penong Primary School Governing Council for approval
- ensuring that all students and staff understand and are implementing the Hot Weather Policy and Procedure

All **Teaching / S.S.O. staff** are responsible for:

- supervising students in the double classroom during breaks if it is too hot to play outside

All **Parents and Caregivers** are responsible for:

- complying with the procedure for student collection

Front Office Staff are responsible for:

- Ensuring that students are only collected by their parents/caregivers, or another adult who has been nominated by the parent/caregiver. In this latter instance, the parent must inform the school of this arrangement by phone, written note or text, prior to the time of collection.

PROCEDURES

On a Hot Weather Day, the following procedure must be followed by students, staff and parents

- If parents wish to nominate another adult to collect their child/children they must contact the school by phone, note or text before the end of school day.
- Any adult who has been nominated by the parent must report to the front office

Reviewed August 2025

Signed *Karen Murray*
Principal

Signed: *Allison Shipard*
Chairperson Governing Council

Next Review August 2025