



St Joseph's Catholic Primary School Pinjarra

Extreme Weather Guidelines

1. Purpose

The creation and maintenance of all schools where students are safe to flourish.

Sources of Authority	
CECWA Policy Area	Community – Std 7
Executive Directive	Student Safety and Wellbeing

2. Scope

The Principal must prioritise student safety and wellbeing above any other decision-making consideration.

3. Definitions n/a

4. Guidelines

Hot Weather Plan

Extreme heat is a period of unusual and uncomfortable hot weather that can negatively affect health. Children and young people are more susceptible to heat stress. For this reason, St Joseph's CPS has strategies to manage the risks associated with extreme hot weather.

The school will review and make adjustments to school operations. These include but are not limited to the following:

- Review timetabled activities and duty rosters prior to the commencement of the school day and modify any activity that could add to heat related illness of staff and students.
- Reconsider events where adequate shade is not able to be provisioned for students, staff and visitors.
- Keep all students inside during break and eating times...
 - Early Years students are supervised by duty teachers and Leadership in their respective classrooms
 - Students from Years 1 to 6 are supervised by duty teachers in the Assembly Hall.
- Limit outside play and provide alternative inside activities during break times.
- Review and modify duty rosters to limit staff exposure to heat.
- Postpone any planned vigorous activity.
- Modify physical education lessons and not undertake them outside.
- Postpone athletics and swimming carnivals.
- Allow drink bottles in classrooms, including the provision of additional water bottles.
- Conduct walk-throughs and check ins with staff and students to monitor impact of heat.

- Review first aid kits and consider the inclusion of additional ice packs and hydrolytes.
- Establish sunscreen stations for staff and students.

Wet Weather Plan

The Wet Weather policy is provided to ensure a high level of duty of care for all students, staff and the wider community during periods of inclement weather.

The school will review and make adjustments to school operations. These include but are not limited to the following:

- Keep all students inside during break and eating times...
 - Early Years students are supervised by duty teachers and Leadership in their respective classrooms
 - Students from Years 1 to 6 are supervised by duty teachers in the Assembly Hall.
- Modify physical education lessons and not undertake them outside.
- Postpone athletics and swimming carnivals.

Wet Weather for drop off and pick up.

Before-School Procedures

Students arriving between 8:15am and 8:25am:

- Go directly to their classroom
- Enter quietly and prepare for the day
- Follow established classroom morning routines
- Are supervised by their classroom teacher

Safety and Supervision:

- Teachers must be in classrooms by 8:15am
- Leadership monitor student pathways to classrooms
- No playing in corridors or playground areas during this time

This procedure ensures students begin their day safely and are ready for learning when class begins at 8:40am.

Kiss and Go Collection Procedures

Students:

- Years 1-6 students assemble in the Hall at 2:45pm
- Students wait quietly and orderly until called
- Students must bring all belongings with them to the Assembly Hall.

Staff Supervision:

- Leadership Team member stationed at Kiss and Go entrance
- Senior teacher coordinates student dismissal from Assembly Hall
- Remaining staff escort students safely to waiting vehicles
- All staff maintain clear communication via phone.

Process:

- Parents/caregivers enter Kiss and Go carpark
- Leadership Team member records arrival
- Senior teacher is notified of students needed
- Students are escorted to Kiss and Go carpark
- Staff ensure safe entry into vehicles.

Safety Measures:

- Clear communication between all staff
- Supervised walking paths
- Orderly dismissal process
- Staff present at all transition points
- Monitored vehicle collection points

This streamlined process ensures efficient and safe student collection while maintaining proper supervision at all times.

Bushfire Response.

See separate Bushfire Response Plan

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