ST MARY STAR OF THE SEA
COLLEGE GUIDELINES & PROCEDURES

Extreme Weather Procedure

SOURCES OF AUTHORITY	
CEWA Policy	Community
Executive Directory	Student Safety, Wellbeing & Behaviour

AIM

It is acknowledged that Carnarvon is frequently exposed to very hot conditions and occasional cyclonic conditions, and that the majority of St Mary Star of the Sea College community members are acclimatised, resilient and tolerant of these conditions. These procedures ensure the health and safety of all children and staff when the weather conditions are extreme and provide alternative activities for children when weather conditions are extreme.

DEFINITIONS

Extreme weather is declared by the Principal or delegate and is guided by the forecast and current weather conditions, including temperature, humidity and rainfall. On the declaration of extreme weather policy, supervision at break times will be provided indoors.

SCOPE

All students and staff at St Mary Star of the Sea College.

GUIDELINES

- Outside lessons, such as Physical Education, are to be undertaken in the mornings or in shade areas or modified for inside the classes. As outlined in SunSmart Policy.
- In Terms One and Four during Physical Education sessions, teachers will utilise shaded areas and provide less active and passive playground games.
- Students will be encouraged to drink more water.
- Play will be encouraged in shaded areas of the playground.
- No outside of classrooms play sessions.
- K-1 staff are to implement the Extreme Weather Duty Roster.

- 2- 6 staff are to follow normal duty roster allowing the students to eat outside in the library undercroft. Students may enter the library once they have finished eating.
- 7-12 staff are to follow the normal duty roster allowing the students to eat in the secondary undercroft. Students may enter the hall once they have finished eating.
- An additional room may be opened for use at the discretion of admin dependent on availability of staff.
- Classroom teachers will monitor their students and the weather and provide opportunity for outdoor activity as appropriate.
- A message explaining action to be taken will be broadcast over the P.A. System immediately prior to the recess or lunch break.

Authorised by	Deborah White	Signature	
Effective Date	5/2/2025	Review Date	2026

ST MARY STAR OF THE SEA

COLLEGE GUIDELINES & PROCEDURES

	Area	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
RECESS 10:10-10:30	**Kindy**	Ceri & Karli	Bianca & Helena	Billie & Emily	Sam & ?	
	PP/Y1	Alice & Ashleigh *(Emily to do Ashleigh's Primary duty)*	Sam & Jacinta	Ashleigh & Jacinta	Matilda & Jacinta	Ashleigh & Matilda
	Justin	Rae	Charni	Helena	Alice	Rae
	Sefa (Y1)	Helena	Rae	Melanie	Mel	Emily
1ST LUNCH 12:10-12:30	**Kindy**	Bianca & Ceri	Billie & Melanie	Billie & Emily	Bianca & ?	
	PP/Y1	Matilda & Karli	Mel & Bianca	Alice & Jess	Billie & Mel	Helena & Sam
	Justin	Rae	Charni	Melanie	Alice	
	Sefa (Y1)					
2ND LUNCH 12:30-12:50	**Kindy**	Mel & Helena	Jacinta & Matilda	Bianca & Sam	Emily & Charni	
	PP/Y1	Anthony & Alice	Rae & Ashleigh *(Alison to do Ashleigh's Primary duty. Emily to do Rae's 1st Lunch primary duty)*	Ashleigh & Charni	Sam & Matilda	Emily & Alice
	Justin					
	Sefa (Y1)	Melanie	Jess	Jacinta	Aaron	Mel

Extreme Weather Procedures
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