

EXTREME HEAT AND MAXIMUM TEMPERATURE

I. Statement of Policy

- A. The Waterville Central School District is committed to ensuring a safe and healthy environment for students and staff. This policy establishes protocols for responding to elevated indoor temperatures in instructional and support spaces, in alignment with New York State legislation effective September 1, 2025. This policy applies to all district-operated buildings, specifically all occupied educational and support service spaces, excluding kitchens. The district shall implement procedures to monitor room temperatures and respond appropriately when temperatures reach defined thresholds. These measures will help protect students and staff from the health and academic impacts of extreme heat.

II. Action Levels and Response Requirements

A. Action level: 82 degrees Fahrenheit

When the temperature in a classroom or support space (excluding kitchens) reaches 82 degrees Fahrenheit, the district shall take immediate steps to improve thermal comfort, including:

- Activating available HVAC systems, fans, or ventilation
- Drawing blinds/shades to reduce solar heat gain
- Turning off unnecessary lights and electronics
- Providing access to cool drinking water
- Encouraging hydration and rest breaks
- Relocating students or staff to a cooler location if practical

B. Threshold Level: 88 degrees Fahrenheit

1. When the temperature reaches 88 degrees Fahrenheit, where practicable, the affected instructional or support space shall not be occupied. Students and staff must be relocated to cooler areas within the building. If alternate spaces are unavailable: The principal must notify the superintendent immediately.
2. The superintendent may authorize additional measures, including early dismissal, temporary remote instruction, or other contingency actions to protect health and safety.

POLICY

SUPPORT OPERATIONS

5002

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III. Implementation and Planning Requirements

A. District-Level Responsibilities

1. The Superintendent or designee shall oversee the development of administrative procedures to support compliance.
2. The district shall designate a staff member to monitor indoor conditions and coordinate building responses.
3. Annual reminders and training will be provided for building staff on response procedures.

B. Building-Level Emergency Response Planning

Each school building shall incorporate extreme heat response procedures into its Building-Level Emergency Response Plan, including:

- Roles and responsibilities of staff
- Monitoring locations and tools (e.g., thermometers, sensors)
- Identified “cool zones” or alternate locations
- Communication protocols with staff, students, and families
- Emergency transportation or dismissal procedures if applicable

C. Communication

1. The district shall communicate this policy and any heat-related decisions to staff, students, and families in a timely and transparent manner.
2. Building leaders will update families if any relocations or early dismissals are necessary due to high temperatures.

IV. Monitoring and Review

- A. Indoor temperatures shall be regularly monitored during known periods of elevated outdoor heat or in areas of the building without adequate air conditioning.
- B. The policy will be reviewed annually by the Superintendent or their designee to ensure compliance with state regulations and update practices based on available infrastructure and public health guidance.

Waterville Central School District

Legal Ref: NYS Education Law 409-n, 2801-a; 8 NYCRR 155.17

Cross Ref: 5001, District-Wide Safety Plan and Building-Level Emergency Response Plans

Adopted: 06/10/25*