



# Hot Weather Policy

Version	1
Drafted by	Jo McDonald
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## Introduction

Dragonfly Dance has a responsibility to ensure the health and wellbeing of clients and contractors. In fulfilling this responsibility, Dragonfly Dance has a duty to provide and maintain an environment that is safe and to minimise risks to health.

Dragonfly Dance recognises and acknowledges that environmental factors such as heat and humidity can and do affect the health and safety of those involved in dance activities.

## Purpose

The purpose of this document is to provide guidance to teachers, other contractors and clients during periods of extreme heat to minimise the risk of heat stress, heat stroke or other heat-related health problems that may arise in association with dance activities.

## Definitions and Acronyms

### **Dance Activities**

Any dance classes, workshops, master classes, rehearsals and performances organised by Dragonfly Dance.

### **Teacher**

Anyone contracted to teach dance activities for Dragonfly Dance.

### **Contractors**

Anyone engaged on a Contract For Service basis (ie an independent contractor) to deliver services to for Dragonfly Dance.

### **Clients**

Anyone who participates in Dragonfly Dance activities and events.

[Offering dance classes for adults](#)

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# Policy

Generally, Dragonfly Dance will not cancel dance activities due to heat or humidity, as the studio is fully air conditioned. It is the personal responsibility of clients and teachers to observe the following guidelines and exercise in a manner appropriate to the weather conditions at the time.

However, if an event is being held elsewhere and there is no air conditioning and the forecasted weather is expected to be 40 degrees or over we will assess closure if no air conditioned space is available.

If an activity is cancelled due to heat:

- the cost will not be refunded, but you can use class credit another time.
- Send an SMS and email to all clients who are booked to attend on that day
- Post in the Dragonfly Dance Members' Facebook group, Dragonfly Dance Facebook page and Dragonfly Dance Instagram account as a story.

## Responsibilities

### Directors

- Approve the policy and review annually.
- Consult with contractors and clients as to the relevance of and adherence to the policy and amend the policy as and when required.
- Circulate the policy to contractors and clients and publish the policy in a manner which is accessible to members of the general public.
- Take reasonable steps to ensure the policy is adhered to in all dance activities overseen by Dragonfly Dance, either directly or through delegated authority.
- Ensure clients are provided with information about how to stay safe while dancing in hot weather, either directly or through delegated authority

### Teachers

- Be aware of forecast temperature on the day of the dance activity
- Adhere to the guidelines and procedure outlined in the policy.
- Communicate the policy to others if required.
- Advise the Directors if the policy requires amendment.
- Be aware of the signs of heat stress, heat stroke and other health-related conditions
- Have an understanding of how to recognise and respond to signs of heat stress, heat stroke and other health-related conditions.

### Clients

- Be aware of forecasted heat waves that may occur on the day of the dance activity.
- Adhere to the guidelines and procedure outlined in the policy.
- Pay attention to any physical changes while participating in any dance activity and take appropriate steps to reduce the potential onset of heat related illnesses eg if you feel unwell stop or reduce dance activity immediately.

## Procedure

### Guidelines for clients

- Be aware of any forecasted heat waves that may occur on the relevant day of dance activities that are not being held in an air conditioned space.
- Bring personal supply of water or other appropriate fluids (such as isotonic sports drinks) to dance activities.
- Drink water or other appropriate fluids before, during and after dance activities.
- Wear clothing which allows easy evaporation of sweat from skin.
- Prepare personal cooling items such as spray bottle containing cool water and/or hand towel that can be dampened and applied to face and/or body when required.
- Advise teacher prior to commencement of, and during, dance activities if feeling unwell or recovering from recent illness.
- Withdraw from dance activities if feeling unusually fatigued, distressed or unwell.
- Undertake dance activities at low or moderate intensity level.

### Guidelines for Teachers

- Check the weather forecast for the relevant day of dance activities.
- Ask clients if they have any particular medical conditions that may be affected by the heat prior to commencing dance activities.
- Reduce intensity of dance activities.
- Where practicable, monitor participants for signs of heat fatigue and/or distress.
- Withdraw participants from dance activities if they are or appear to be unusually fatigued, distressed or unwell.
- Encourage clients to take regular breaks during dance activities.
- Encourage clients to consume adequate fluids before, during and after dance activities.

## Related Documents

- Safe Dance Policy

## Review

This policy will be reviewed annually by the Dragonfly Dance Directors and amended as appropriate.