# 🧰 TOOLBOX TALK – Summer Safety at Work

\*\*Topic:\*\* Working Safely in Hot Weather

\*\*Date:\*\* \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\*\*Delivered by:\*\* \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\*\*Location/Department:\*\* \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

## 🌡️ Why This Matters

Working in hot weather increases the risk of heat stress, dehydration, sunburn, fatigue, and reduced concentration—all of which can lead to illness or accidents. This talk covers practical ways to stay safe and alert during warmer months.

## 🚨 Signs of Heat Stress

Watch for:

* - Headaches, dizziness, nausea
* - Cramps, excessive sweating or no sweating
* - Confusion, slurred speech, or extreme fatigue

If you or someone else shows signs, report it immediately and move to a cooler place.

## ✅ Do’s and Don’ts

### ✅ Do:

* Drink water regularly—don’t wait until you’re thirsty.
* Take breaks in the shade or a cool area.
* Wear light, breathable PPE if available.
* Apply SPF 30+ sunscreen and reapply every 2 hours.
* Wear a hat or neck covering when permitted.
* Carry out regular vehicle/machinery checks—heat can affect performance.
* Watch out for signs of heat stress in yourself and others.

### ❌ Don’t:

* Push through if you feel unwell—report it immediately.
* Ignore overheating equipment or tyres.
* Skip breaks or hydration.
* Assume cloudy weather means no sun risk—UV is still strong.

## 🛠️ Employer Responsibilities:

* Provide access to drinking water.
* Adjust shift patterns if necessary.
* Ensure PPE is suitable for the weather.
* Provide sun protection advice and materials where possible.
* Review and update risk assessments for summer conditions.

## 🧑‍🤝‍🧑 Employee Responsibilities:

* Follow guidance on hydration, sun protection and breaks.
* Wear appropriate clothing and PPE.
* Report any signs of heat stress or faulty equipment.
* Use sunblock and stay alert.
* Check on your mates—speak up if someone seems off.

## ✍️ Attendees

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| Name | Signature | Comments |
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