



21 November, 2013

**RE: AIR QUALITY MANAGEMENT**

Dear Parent/Guardian,

We are starting to experience the occasional period of poor air quality. We monitor pollution levels on a regular basis during the course of each school day. I would like to advise you of our present air quality policy for outdoor activities, which follows the implementation of new air quality reporting processes within Shanghai.

Local authorities measure a number of air pollutants which, together, form the AQI index. This index is measured at several sites around Shanghai. At our school, we combine the average of three city sites with the Dianshan Lake reading, to give us the AQI reading most appropriate for us.

We review the AQI before school, before morning break, before lunchtime and before ECAs. The following measures will be used in the case of high pollution levels:

Reading	Measure to be taken
Below 150	Outside activities will not normally be affected
150-200	Any outdoor P.E. lessons which involve a prolonged or heavy level of exertion will be moved inside. Children will normally be allowed outdoors during breaks but staff on duty will prevent any strenuous activities such as ball games. Any children that are on our list as having respiratory problems will normally be kept inside.
Above 200	All PE, sport and playtime activities that take place outside will normally be cancelled

These measures will guide our decision-making regarding outdoor activities. This is a complex area, and we have to be mindful of, for example, fixtures with other schools where one or both schools have travelled a long way, and times where local conditions appear to be very different from distant monitoring sites.

Parents should keep the school informed of any medical conditions which mean their child should be added to the list of students to be kept inside in the 150-200 AQI band.

ECAs will not be cancelled. Alternative indoor activities will be put in place and students will still travel home on their expected ECA bus.

This is our present policy. We are actively exploring ways of improving the accuracy of local air monitoring and we will update you if the policy or the monitoring processes change.

Kind regards

Kevin Foyle Principal