

### Purpose

NAIS Pudong takes the issue of air pollution very seriously. The purpose of this Air Quality Policy is to ensure the well-being of all our students and members of our school community on a daily basis.

The guidelines in this policy are taken from a number of sources, but primarily from the official advice from the United States government, acknowledged leaders in this area.

This policy is updated as of August 2019 and will continue to be reviewed as further guidance is received from health authorities.

### Daily action to monitor Air Quality

Air Quality readings will be taken on an hourly basis (the frequency with which new readings become available) beginning at 8.00am with the last reading taking place at 4.00pm. This ensures that the most recent readings are used for P.E. lessons which take place throughout the day as well as break times, lunchtimes and CCAs. Teachers and coaches will be asked to check their mobile devices should they be leading activities later than 5.00pm.

Readings are taken for AQI (Air Quality Index) and PM 2.5 (the indicator for the most harmful particles) and use the Air Quality Standards (China) at all times.

The readings will be taken by the Head of Primary and decisions regarding appropriate actions are taken accordingly. In their absence this responsibility passes to a member of the SLT who will liaise directly with the Principal.

NAIS Pudong will use readings from the following websites and smartphone apps (ordered according to usage):

- The Air Matters app ([www.air-matters.com](http://www.air-matters.com)) which provides local readings from Pudong.
- The State Air app or website: [www.stateair.net/web/post/1/4.html](http://www.stateair.net/web/post/1/4.html)

When considering the action to be taken both the AQI and the PM2.5 will be taken into consideration. The figure which has the highest reading according to the table below will be the reading that is used to determine the measures to be taken. For example, if the AQI reading is 125, but the PM2.5 is 90, then the action will be from the Amber category.

### Action taken after readings

The following appropriate measures will be taken with regard to outside activities due to take place. The readings are communicated to all staff and displayed in key areas around the school.

PM 2.5 Reading	AQI Reading	Measure to be taken
0-85	0-150	No action required. However, at the 101-150 level there is awareness that AQI conditions are changing so the situation will be monitored more closely with more regular checks. External windows and doors should be closed once the AQI is 100+.



86-110	151-200	Students are still allowed outside, but levels of heavy exertion and outdoor exposure will be limited by the member of staff responsible for the class or the staff member on duty. Ball and running games will be prohibited during break times. CCAs that normally have a high exertion level will be adjusted, for example by moving the practice indoors, changing the time or lowering exertion levels (e.g. by focusing on skills development rather than stamina training).
Above 110	Above 200	All outside activities will be cancelled.

- When the AQI reading is above 100 all external windows and doors will be closed.
- All areas of the school have air purifiers and these are kept on at all times and when the AQI reading is above 100, on the highest setting.
- Flags will be displayed at the entrances of school buildings alerting children, parents, staff and guests as to the AQI reading.

#### LED Display

Mounted on D Block, our LED display is linked to the reading from the air-matters.com website and display the current reading in words and colour. For example, when the reading is AQI 161 the LED sign will display 'AMBER' in yellow. This sign can be seen across the school site and functions 24 hours a day.

#### Persons responsible:

- All class teachers are responsible for ensuring the windows and doors to their classroom are closed during times of poor air quality.
- The Head of Primary is responsible for reporting changes to AQI readings to staff via email between 8am and 5pm.
- The receptionists are responsible for updating the notices at the main entrance of each campus.
- SLT will email staff to alert them to indoor breaks
- The security guards and school aiyis are responsible for ensuring external doors and windows are closed in shared areas of the building; main entrance, hall, corridors, staff room, meeting rooms.
- Admin staff are responsible for closing the windows and doors to their own offices.
- The Principal is responsible for updating the policy according to new measures being taken.

#### Air purifiers

We have two brands of air purifiers at NAIS Pudong:

- Honeywell air purifiers are fitted in all classrooms and some offices. These are built into the ceiling and have a slightly different looking vent compared to those we have for air conditioning. Filters are removed and washed a minimum of three times a year.
- Yuan Da purifiers are free standing purifiers and are placed in offices that do not have in-built purification. Filters are removed and washed a minimum of three times a year.
- Our sports halls and Performing Arts Centre have filter screens installed on the air conditioning units which provide the same purifying effect as the systems in the rest of the school. Filter screens are fully replaced a minimum of twice a year.

Filters are changed by our maintenance team according to the manufacturer's recommendation (see above) but also according to indicators on the specific appliances.

### Children with specific health related issues

Parents should please keep the school informed if their child has particular respiratory problems. Individual arrangements can be made in these instances.

### Co-Curricular Activities

CCAs will not be cancelled. Alternative activities will be put in place and students will still travel home on their expected CCA bus.

### Educational Visits

Our standard Air Quality reading will be taken prior to any school educational visit. If the reading is over 200 the member of staff responsible for the visit will postpone the trip. The member of staff responsible will make the necessary arrangements and communicate directly with parents of the students on the visit. In the case of residential visits the member of staff responsible for the visit will use the Air Matters app or the SEMC website to take Air Quality readings at the start of the day to decide if outdoor activities need to be modified or postponed.

### Weekend and tournament Sports Fixtures

Students will always travel to fixtures regardless of the reading prior to setting off. This is because Air Quality levels can change rapidly and the host school may make alternative arrangements.

At the venue, the NAIS Pudong sports coach will take a reading from the Air Matters App to determine whether the fixture should be modified or postponed. Sports coaches will consider readings from the monitoring stations closest to the fixture. If the reading is over AQI 200, we will withdraw our teams, regardless of whether the other schools continue or not.

### Activities during indoor breaks and lunchtimes

- As much as possible we want students to remain motivated and enthused whilst indoors and we are able to provide various options for the students during indoor breaks and lunchtimes.
- The Learning Centre allows students to spend time either sharing a book with friends or using the computers to conduct research, access the Global Campus or complete school work.
- Year 6 and secondary students may use the C Block foyer area during break times and lunchtimes.
- Use of DVDs/screentime during indoor breaks
- As much as possible we aim to limit the use of DVDs during indoor breaktimes and we would much rather the children engage in an activity of a creative or active nature. There are times however when children require some 'down time', especially when they have been involved in active learning during lesson time. Therefore, programmes such as Blue Planet, Walking with Dinosaurs, Blue Peter, Newsround etc., may be used but on a restricted basis with the children. Programmes will always be chosen so they are relevant to the specific age range.



### Contact

New information on Air Quality in China is becoming available all of the time. As such, our policy is subject to change to ensure that we are protecting our students in the most appropriate manner.

If you have any queries regarding Air Quality please contact the Head of Primary, Barrie Scrymgeour, [b-scrymgeour@naispudong.com](mailto:b-scrymgeour@naispudong.com)