

COOL WORKSPACES, HAPPY STAFF:

Simple Strategies for a Productive Summer Office



Summer heat can wreak havoc on your office, leading to a dip in productivity and an increase in absences. But it doesn't have to be this way! By implementing some strategic measures, you can create a cooler and more comfortable work environment, resulting in happier and more productive staff.

Air Conditioning: Maintain a comfortable temperature with air conditioning.

Dress Code: Encourage breathable clothing for staff comfort.

Personal Fans: Provide fans for offices without air conditioning.

Window Management: Keep windows shut during hot days to prevent outside heat from entering. Open them in the cooler mornings and evenings.

Minimise Electronics: Turn off unnecessary electronics that generate heat.

Outdoor Breaks: Provide shaded areas for staff to cool down during breaks.

Blinds or Sunscreens: Block direct sunlight to prevent heat buildup.

Chilled Water: Offer chilled water to help staff regulate their body temperature.



Schedule Strenuous Tasks: Avoid physically demanding work during the hottest parts of the day.

Office Layout: Move staff to cooler areas of the office with less sun exposure.

Personal Space: Provide enough space between desks for better air circulation and comfort.

Power Down at Night: Turn off electronics and lights at the end of the day to allow the office to cool down.

Hydration: Encourage staff to stay hydrated with readily available water coolers.

Team Treat: Boost morale with a refreshing summer treat like ice cream.

