



**Leadership, Excellence, Acceptance, Respect, Never Give Up**

## **SUN PROTECTION POLICY**



### **Help for non-English speakers**

If you need help to understand this policy, please contact the Preston West Primary School office on 94701546.

### **PURPOSE**

The purpose of this policy is to support sun protection behaviours at Preston West Primary to minimise risk of health problems from sun overexposure, including skin cancer.

This policy provides guidelines to:

- support staff and students to use a combination of sun protection measures when UV index levels are 3 or above from 1<sup>st</sup> September to the end of April.
- ensure that there are outdoor environments that provide adequate shade for students and staff
- ensure students are encouraged and supported to develop independent sun protection skills to help them be responsible for their own protection
- support our school's strategies to meet its duty of care and occupational health and safety obligations to minimise harmful UV exposure and associated harm for students and staff.

### **SCOPE**

This policy applies to all school activities on and off-site, including camps and excursions. It is applicable to all students and staff.

### **POLICY**

Overexposure to the sun's ultraviolet (UV) radiation can cause health problems including sunburn, damage to skin and eyes, and an increased risk of skin cancer. UV damage accumulated during childhood and adolescence is strongly associated with an increased risk of skin cancer later in life.

UV radiation:

- cannot be seen or felt
- can be reflected off surfaces such as buildings, asphalt, concrete, water, sand and snow
- can pass through light clouds
- varies in intensity across the day and the year (highest from mid-August to the end of April in Victoria)
- peaks during school hours.

Sun safety is a shared responsibility and staff, parents and students are encouraged to implement a combination of sun protection measures whenever UV levels reach 3 or above. Information about the daily local sun protection times is available at [sunsmart.com.au](http://sunsmart.com.au) or [bom.gov.au](http://bom.gov.au).

Preston West Primary has the following measures in place for all outdoor activities during the daily sun protection times to help reduce the risk of over-exposure to UV radiation for staff and students.

## Shade

Preston West Primary provides sufficient options for shelter and trees to provide shade on school grounds, particularly in places such as:

- COLA
- Quadrangle

Students are encouraged to use available areas of shade when outdoors during peak sun protection times, particularly if they do not have appropriate hats or outdoor clothing.

When building works or grounds maintenance is conducted at Preston West Primary School that may impact on the level of shade available to staff and students, a review of the shaded areas available will be conducted and further shading installed as appropriate.

## Sun protective uniform

Preston West Primary's uniform includes:

- loose, cool, densely woven fabric
- shirts with a collar and/or high necklines
- tops with elbow length or long sleeves
- longer style shorts, dresses and skirts

Preston West Primary School's uniform applies on and off-site unless otherwise advised. When students are not required to wear school uniform (such as school camps, free dress day), Preston West Primary will ensure steps are taken to encourage students to wear sun-protective clothing whenever UV levels reach 3 and above.

## Hats

From 1<sup>st</sup> September to 30<sup>th</sup> April, all students **must** wear a sun protective hat that shades the face, neck and ears for all outdoor activities. Hats may also be worn for all outdoor activities outside of the September to April period, by parent or student choice.

Baseball or peaked caps and sun visors are not considered a suitable alternative, as they do not protect the ears, cheeks or neck.

Students who are not wearing appropriate protective clothing or hats will be asked to use available areas of shade (Cola and Quadrangle) when outdoors or a suitable area protected from the sun.

## Sunscreen

Preston West Primary encourages all staff and students to apply their **own personal** SPF50 or SPF50+ broad-spectrum, water-resistant sunscreen daily whenever UV levels reach 3 and

above. Sunscreen should be applied at least 20 minutes before going outdoors, and reapplied every two hours (or more frequently if sweating or swimming).

## **Curriculum**

Students at our school are encouraged to make healthy choices. They are supported to understand effects of sun exposure and are encouraged to be involved in initiatives to promote and model sun protection measures to the whole school. Preston West Primary will address sun protection and UV safety education as part of Sun Smart Program.

## **Staff role-modelling and OHS**

Staff are encouraged to access resources, tools, and professional learning to enhance their knowledge and capacity to promote sun smart behaviour across the school community.

UV radiation exposure is considered as part of our school's risk management and assessment for all outdoor events and activities, i.e. UV radiation protection strategies are included in school camp activities, excursions, sports days and interschool sports events.

## **Families and visitors**

Families and visitors participating in and attending outdoor school activities are encouraged to:

- wear a sun-protective hat, covering clothing and, if practical, sunglasses;
- apply SPF50 or SPF50+ broad-spectrum, water-resistant sunscreen; and
- seek shade whenever possible when outdoors.

## **Community engagement**

Sun protection behaviour is regularly reinforced and promoted to the whole school community through newsletters, the school website, school assemblies and at student enrolment/new staff orientation.

Families, students and staff are provided with information, ideas and practical strategies to support UV safety at school and at home. Preston West Primary provides information through newsletters, the school website and school assemblies.

This policy will be communicated to our school community in the following ways:

- Available publicly on our school's website
- Included in staff induction processes
- Included in staff handbook/manual
- Included in transition and enrolment packs
- Reminders in our school newsletter
- Discussed in student forums
- Hard copy available from school administration upon request.

## **FURTHER INFORMATION AND RESOURCES**

- the Department's Policy and Advisory Library:
  - [Sun and UV Protection Policy](#)
  - [Heat Health](#)
  - [Outdoor Activities and Working Outdoors](#)
  - [Risk Management – Schools](#)
  - [Shade Sails](#)
  - [Student Dress Code](#)
- [SunSmart and Cancer Council Victoria.](#)

- [Primary schools free education resources, sample policies and information about the free SunSmart Schools Program.](#)

## **POLICY REVIEW AND APPROVAL**

Policy last reviewed	10 <sup>th</sup> September 2024
Approved by	School Council
Next scheduled review date	September 2028