

SUN PROTECTION POLICY

Help for non-English speakers



If you need help to understand the information in this policy please contact Principal, Katrina Ellis

PURPOSE

The purpose of this policy is to support sun protection behaviours at Tecoma Primary School to minimise the 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 (generally from mid August to the end of April in Victoria)
- 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 to 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 via the SunSmart widget on the school's website/intranet, the free SunSmart app, or at sunsmart.com.au or bom.gov.au.

Tecoma Primary School 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

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

- outdoor lesson areas, such as the courtyard
- over both Junior and senior playgrounds
- school gazebo
- undercover walkways.

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.

Sun protective uniform/clothing

Tecoma Primary School's *School Uniform and Student Dress Code* includes sun-protective clothing:

- loose, cool, closely-woven fabric
- shirts with a collar and/or high necklines
- tops with elbow length or long sleeves
- longer style shorts, skorts and skirts
- all students **must** wear a Tecoma Primary School broad brimmed or bucket hat, which shades the face, neck and ears for all outdoor activities from September 1 until April 30. Hats may also be worn for all outdoor activities outside of the September to April time period, by parent or student choice.

Staff are to model sun protection practices, by wearing broad brim hat styles that protect the face, neck and ears when outdoors.

Students who are not wearing appropriate protective clothing or a hat are asked to play in the shade or in a suitable area protected from the sun.

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

Sunscreen

Tecoma Primary School encourages all staff and students to apply SPF30 (or higher) 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 according to manufacturer's instructions.

Staff and families should role model SunSmart behaviour and are encouraged to apply SPF 30 (or higher) broad-spectrum, water-resistant sunscreen when outside. Due to skin allergies it is a parent's responsibility to supply sunscreen for their child to apply at school. SunSmart posters are displayed around the school to remind students to apply sunscreen.

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. Tecoma Primary School will address sun and UV safety education throughout the year, especially at the beginning of the school year and at the beginning of term 4, in conjunction with the wearing of school hats and being SunSmart.

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.

Engaging students, staff and families and the Community

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

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 SPF30 (or higher) broad-spectrum, water-resistant sunscreen; and
- seek shade whenever possible when outdoors.

COMMUNICATION

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 transition and enrolment packs
- Discussed at parent information nights/sessions
- Reminders in our school newsletter

- 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](#).
- [Sunscreen reactions](#).

POLICY REVIEW AND APPROVAL

<i>This policy has a review cycle of 3-4 years</i>	This policy was approved by School Council on 8th August, 2023 and is scheduled for review in July, 2027 .
<i>Reviewed by</i>	<i>Rohan Thompson, Di Double, Lisa Hoskins-Faul, Breeann Schafter, Stuart McLean, Hannah Godlevsky, Phil Darbyshire, Helen Kesarios</i>
<i>Approved by</i>	Principal – Rohan Thompson School Council President – Lisa Dell