

SUN PROTECTION POLICY



Help for non-English speakers

If you need help to understand the information in this policy please contact the office [9807 2239 or parkhill.ps@education.vic.gov.au].

PURPOSE

The purpose of this policy is to encourage behaviours at Parkhill Primary School to minimise the risk of skin and eye damage and 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
- 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, 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
- 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 and above. Information about the daily local sun protection times is available via the SunSmart widget on the school's website, the free SunSmart app, or at sunsmart.com.au or bom.gov.au.

Parkhill Primary School has the following measures in place to help reduce the risk of excessive UV sun exposure for staff and students.

Shade

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

- where students congregate for lunch
- outdoor lesson areas
- popular play areas
- assembly areas
- sporting grounds/pools.

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

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

Sun protective uniform/clothing

Parkhill Primary School's school uniform and dress code includes sun-protective clothing, including:

- loose, cool, closely-woven fabric
- shirts with a collar and/or high necklines
- tops with elbow length or long sleeves
- longer style shorts and skirts
- rash vests or t-shirts for outdoor swimming activities.

Parkhill 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), Parkhill Primary School will ensure steps are taken to encourage students to wear sun-protective clothing whenever UV levels reach 3 and above.

Students are required to wear a school hat or another hat style that protects the face, neck and ears when outdoors, for example broad-brimmed, legionnaire or bucket. Students who are not wearing appropriate protective clothing or a hat may be asked to play in the shade or in a suitable area protected from the sun.

Hats

All students **must** wear a sun protective hat that shades the face, neck and ears for all outdoor activities. For days that are well below UV level 3, the school may nominate to retract this rule.

Students wear a school hat or a hat that protects the face, head, neck and ears when outdoors, for example broad-brimmed, legionnaire or bucket hat.

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 when outdoors or a suitable area protected from the sun.

Sunscreen

Parkhill Primary School encourages all staff and students to apply SPF 50 (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](#).

Parkhill Primary School has strategies in place to remind students to apply sunscreen before going outdoors (for example reminder notices, sunscreen monitors).

Staff and families should role model SunSmart behaviour and are encouraged to apply SPF 50 (or higher) broad-spectrum, water-resistant sunscreen when outside.

Sunscreen that is supplied by the school is stored below 30 degrees and the expiry date monitored.

At Parkhill Primary School, if students do not have their own sunscreen, they are welcome to apply sunscreen from the classroom, or attend first aid.

Staff and students who may suffer from skin reactions from certain types of sunscreen are encouraged to contact the first aid officer to implement a plan to reduce the risk of a sunscreen reaction at school, such as families sending their child to school with a suitable alternative sunscreen.

Sunglasses

Where practical Parkhill Primary School encourages students and staff engaged in outdoor activities to wear sunglasses that meet the Australian Standard 1067 (Sunglasses: Category 2, 3 or 4) and cover as much of the eye area as possible.

Curriculum

Students at our school are encouraged to make healthy choices. They are supported to understand the effects of sun exposure and are encouraged to be involved in initiatives to promote and model sun protection measures to the whole school. Parkhill Primary School will address sun protection and UV safety education as part of yearly classroom induction.

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 SPF 50 (or higher) 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, school website/intranet, staff and parent meetings, school assemblies, student and teacher activities 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. Parkhill Primary School may provide information through the newsletter and classroom communication.

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 staff handbook
- 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](#).
 - [Secondary schools](#) free education resources and sample policies.
 - [Sunscreen reactions](#).

POLICY REVIEW AND APPROVAL

Policy last reviewed	May 2024
Approved by	School Council
Next scheduled review date	September 2026