

# SunSmart Policy

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This policy applies to all school events on and off-site.

## Purpose

This SunSmart policy provides guidelines to:

- ensure all students and staff are protected from over-exposure to UV radiation;
- ensure the outdoor environment provides 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 sun protection;
- support duty of care requirements; and
- support appropriate OHS strategies to minimise UV risk and associated harms for staff and visitors.

## Background

Too much of the sun's UV can cause sunburn, skin and eye damage and skin cancer. UV damage accumulated during childhood and adolescence is strongly associated with an increased risk of skin cancer in later life.

## Legislation and Standards

- [Occupational Health and Safety Act 2004](#)
- [Education and Training Reform Act 2006](#): Sch.5 Reg. 1 (1.2)

## Procedures

- To assist with the implementation of this policy, staff and students are required to adopt sun protection between mid-August and the end of April.
- The sun protection measures listed are used for all outdoor activities during the **daily local sun protection times**.

*The sun protection times are a forecast from the Bureau of Meteorology for the time of day UV levels are forecast to reach 3 or higher. At these levels, sun protection is recommended for all skin types. In Victoria, UV levels regularly reach 3 or higher from mid-August to the end of April.*

## Seek shade

- The school makes sure there are sufficient shelters and trees providing shade in outdoor areas particularly in high-use areas e.g. where students have lunch, assemblies, sports, outdoor lessons and popular play spaces
- The availability of shade is considered when planning all other outdoor activities
- Students are encouraged to use available areas of shade when outside
- Students who do not have appropriate hats or outdoor clothing must sit on the red seat or attend Passive Play when it is open
- The school adopts a NO HAT NO PLAY policy
- Shade provision is considered in plans for future buildings and grounds
- A shade assessment is conducted regularly to determine the current availability and quality of shade

### ***Slip on sun protective clothing***

- Cool, loose-fitting, sun protective clothing made of densely woven fabric is included in our school uniform / dress code and sports uniform. It includes shirts with collars and elbow-length sleeves, longer dresses and shorts and rash vests or t-shirts for outdoor swimming.

### ***Slap on a hat***

- All students are required to wear a school hat that protects their face, neck and ears (broad-brimmed or bucket hat), whenever they are outside. Peak caps and visors are not considered a suitable alternative.
- All staff are required to wear a hat that protects their face, neck and ears (broad-brimmed or bucket hat), whenever they are outside. Peak caps and visors are not considered a suitable alternative.

### ***Slop on sunscreen***

- Students must provide their own SPF30 (or higher) broad-spectrum, water-resistant sunscreen.
- Strategies are in place to remind students to apply sunscreen before going outdoors (e.g. reminder notices, sunscreen monitors, sunscreen buddies).

### ***Slide on sunglasses [if practical]***

- Where practical students are encouraged to wear close-fitting, wrap-around sunglasses that meet the Australian Standard 1067 (Sunglasses: Category 2, 3 or 4) and cover as much of the eye area as possible.

## **Learning and skills**

- Learning about sun protection is included in the curriculum for all year levels.

## **Engaging children, educators, staff and families**

- SunSmart 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.
- As part of OHS UV risk controls and role-modelling, staff, families and visitors:
  - wear a sun protective hat, covering clothing and, if practical, sunglasses;
  - apply sunscreen; and
  - seek shade whenever possible.

## **Monitoring and review**

- The school and staff monitor and review the effectiveness of the SunSmart policy and revise the policy when required (at least once every three years) by completing a policy review and membership renewal with SunSmart at [sunsmart.com.au](http://sunsmart.com.au).
- SunSmart policy updates and requirements will be made available to staff, families and visitors.

## **Policy review**

This policy will be reviewed every three years to take account of any changed technology, legislation, expectations or practices.

The next review date is 2022.

## Relevant documents / links

- DET School Policy & Advisory Guide (SPAG) [Sun & UV protection](#) (2016)
- DET [The Compact: Roles and Responsibilities in Victorian government school education](#): Principle 3 (2012)
- DET [Building Quality Standards Handbook](#) (BQSH): Section 8.5.5 Shade Areas
- DET [Guidelines for School Playgrounds](#) –Playground safety management: Section 3.2.5 (2012)
- DET [Outdoor activities](#)
- Catholic Education Commission of Victoria (CECV) [Your Child's Health Wellbeing and Safety](#) (Primary)
- Independent Schools Victoria (ISV) [Managing a school – Health & Safety Compliance Framework: OHS >Sun Protection](#)
- [My Time, Our Place: Framework for School Age Care in Australia \(2011\)](#)
- [Victorian Early Years Learning and Development Framework \(VEYLDF\) \(May 2016\)](#)
- Victorian Institute of Teaching (VIT) [The Victorian Teaching Profession Code of Conduct](#) - Principle 3.2
- Australian Professional Standards for Teachers (APST) – Standard 4.4 and 7.2
- Education and Training Parliamentary Committee Inquiry into [Dress Codes and School Uniforms in Victorian Schools –Final Report](#)
- ARPANSA [Radiation Protection Standard for Occupational Exposure to Ultraviolet Radiation](#) (2006)
- Safe Work Australia: [Guidance Note – Sun protection for outdoor workers](#) (2016)
- AS 4174:2018 Knitted and woven shade fabrics
- AS/NZS 1067.1:2016, Eye and face protection - Sunglasses and fashion spectacles
- AS/NZS 4399:2017, Sun protective clothing - Evaluation and classification
- AS/NZS 2604:2012 Sunscreen products - Evaluation and classification
- Australian Government Therapeutics Goods Administration (TGA) – Australian regulatory guidelines for sunscreens: [4. Labelling and advertising – directions for use of the product](#)
- AS/NZS 4685.0:2017, Playground equipment and surfacing - Development, installation, inspection, maintenance and operation. *6.2.1: General considerations, 6.3.9: Shade and sun protection, Appendix A: Shade and sun protection*