



## **Sun Smart Policy**

### **GLEN HUNTLY PRIMARY SCHOOL**

#### **PURPOSE**

The purpose of this policy is to encourage behaviours at Glen Huntly 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 (generally mid-August – end of April)
- Ensure that there are outdoor environments that provide adequate shade for students and staff
- Ensure that 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. This Policy is applicable to all students and staff.

UV radiation exposure should be considered as part of the Glen Huntly Primary School's risk management and assessment for all outdoor events and activities. For example, UV radiation protection strategies are included in school camp activities, excursions, sports days, swimming carnivals and interschool sports events. For more information on risk management for outdoor activities and events refer to:

- [Outdoor Activities and Working Outdoors](#)
- [Excursions](#)

#### **POLICY**

Excessive exposure 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 radiation:**

- cannot be seen nor 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 year (highest in Victoria from mid-August – end of April)
- 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 (typically from mid-August to the end of April in Victoria). Information about the daily local sun protection times is available via the free SunSmart app, or at

<http://www.bom.gov.au/uv/> , or at

<https://www.cancercouncil.com.au/cancer-prevention/sun-protection/understanding-uv-radiation/finding-out-the-uv-radiation-levels-in-your-area/> , or at

<https://www.sunsmart.com.au/uvalert/>

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

## **Shade**

Glen Huntly Primary School will provide sufficient options for shelter, shade 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
- outdoor play areas

When building works or grounds maintenance is conducted at Glen Huntly 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**

Glen Huntly Primary School recommends that from mid-August to end of April, and whenever UV levels reach 3 and above, students come to school wearing sun-protective clothing such as:

- 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

Glen Huntly 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

At Glen Huntly Primary School during Terms I and IV, 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 August to April time period, by parent or student choice.

Staff are encouraged to wear hat styles that protect the face, neck and ears when outdoors such as broad-brimmed, legionnaire or bucket hats.

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

### **Sunscreen**

Glen Huntly 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](#).

Glen Huntly Primary School will implement strategies and advice to remind students to apply sunscreen before going outdoors (eg: reminder notices, sunscreen monitors, sunscreen buddies).

Glen Huntly Primary School students are welcome to attend office/administration and first aid rooms to access sunscreen, if they don't have their supply of sunscreen. Staff and students who may suffer from allergic reactions from certain types of sunscreens are encouraged to contact relevant staff to implement a management plan to reduce the risk of an allergic reaction at school.

Staff and families should role model SunSmart behaviour and are encouraged to apply SPF 30 (or higher) broad-spectrum, water-resistant sunscreen when outside.

### **Sunscreen reaction or allergy**

The risk of allergies and cross infection from sunscreen use is very low. However, where a student has experienced a reaction to sunscreen, parents or independent students should be encouraged to try a sensitive or alternative formula, consult their doctor or seek a referral to a dermatologist to understand what may have caused a reaction and gain advice on ingredients that should be avoided in the future. Other sun protection measures should be followed when sunscreen can't be used.

### **Sunglasses**

Glen Huntly Primary School encourages students and staff engaged in outdoor activities 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.

### **Curriculum**

Students at our school are encouraged to make healthy choices and are supported to understand the benefits and risks of sun exposure. Glen Huntly Primary School will address sun and UV safety education as part of the relevant Victorian Curriculum Health components.

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.

### **Engaging students, 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 and year level assemblies, student and teacher activities and at student enrolment/new staff orientation.

Families and staff are provided with information, ideas and practical strategies to support UV safety at school and at home. Glen Huntly Primary School may provide families and staff with information through mediums such as newsletters, noticeboards, the school website, school assemblies and parent communications.

### **COMMUNICATION**

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

- Available publicly on our school's website (or using other online parent/carer/student communication method(s))
- Included in staff induction processes
- Included in staff handbook/manual
- Included in transition and enrolment packs
- Discussed at parent information nights/sessions
- Reminders in school newsletter
- Discussed in student forums
- Hard copy available from school administration upon request

SunSmart has resources to communicate with [primary schools](#)

### **FURTHER INFORMATION AND RESOURCES**

- the Department's Policy and Advisory Library:
  - [Sun and UV Protection Policy](#)
  - [Duty of care](#)
- [SunSmart](#)

### **Related policies**

- [Heat Health](#)
- [Outdoor Activities and Working Outdoors](#)
- [Risk Management – Schools](#)
- [Shade Sails](#)
- [Student Dress Code](#)

### **Relevant legislation**

- [Occupational Health and Safety Act 2004 \(Vic\)](#)

**Status:** This policy was last reviewed and ratified by School Council in February 2022 and is due for review in February 2025.