



SUNSMART POLICY

THIS IS A LEVEL ONE POLICY - SCHOOL COUNCIL APPROVAL REQUIRED.

PURPOSE

Leadership and staff acknowledge the impact that over-exposure to the sun's ultraviolet (UV) radiation has on health. This SunSmart policy provides guidelines and confirms our commitment 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 our school's strategies to meet its duty of care and occupational health and safety obligations to minimise harmful UV exposure for students, staff and visitors.

SCOPE

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

POLICY STATEMENT

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. Australia has one of the highest rates of skin cancer in the world, with two in three Australians developing some form of skin cancer in their lifetime.

Background

It is recognised that every member of Raywood Primary School has an impact on students' health and can contribute to creating an environment that promotes and implements sun protection measures. All members of our school community including staff, students, families and volunteers will be supported to meet this policy. Staff and students are encouraged to access the daily local sun protection times via the SunSmart widget on the school's website, the free Sunsmart App or at sunsmart.com.au

PROCEDURES

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, a combination of sun protection measures is recommended for all skin types for all outdoor activities. In Victoria, UV levels regularly reach 3 or higher from mid-August to the end of April. Implementation only in Terms 1 and 4 are insufficient to protect against UV exposure risks, and thus these procedures will be implemented routinely all year round.

LEADERSHIP AND COMMITMENT

- Staff, families and students are active participants in the development and implementation of the whole school Sun Protection policy and are seen as key partners in promoting and supporting a combination of sun protection measures in the school.
- Staff, families and students are provided with information about policy requirements, with opportunities to provide feedback and input through our usual school council mechanisms.

HEALTHY ENVIRONMENT

- The school council makes sure there are enough shelters and trees providing shade in outdoor areas particularly in high-use areas e.g. where students have lunch, canteen, 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 are asked to play in the shade or a suitable area protected from the sun.
- In consultation with the school council, 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

CULTURE

- Diversity and cultural practices are considered when implementing this policy and sun protection practices.
- Sun protective behaviours are regularly reinforced and promoted.
- The uniform/dress code for students and staff applies to all outdoor events on and off-site including PE and sports lessons, interschool sports activities, excursions, camps and free dress days.
- The uniform/dress code and sports uniform/dress code includes:
 - 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.

- Includes shirts with collars and elbow-length sleeves, longer dresses and shorts and rash vests or t-shirts for outdoor swimming.
- All students and staff wear hats that protect their face, neck and ears (legionnaire, broad-brim or bucket hat), whenever they are outside. Caps and visors are not considered a suitable alternative. Hats are directed to be worn by staff and students from 1st September – 31st May inclusive.
- Students 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 if they choose to and these are parent supplied.
- The school supplies SPF50 (or higher) broad-spectrum, water-resistant sunscreen for staff and student's use.
- Sunscreen is applied in accordance with the manufacturer's directions (applied at least 20 minutes before going outdoors and reapplied every two hours, or more frequently if sweating or swimming).
- Strategies are in place to remind students to apply sunscreen before going outdoors (e.g. reminder notices, sunscreen monitors, sunscreen buddies).

LEARNING

- Programs on sun protection are included in the curriculum for all year levels and include information on sun protective behaviours, UV radiation, health risks from sun exposure and vitamin D considerations.
- Students are encouraged to be involved in initiatives to promote and model sun protection measures to the whole school community.
- 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.

OHS & STAFF SAFETY

- 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; and also apply sunscreen; and seek shade whenever possible.
- Staff have access to professional development and teaching resources about sun protection education and staff are provided with information around sun protective behaviours, UV radiation, health risks of sun exposure, early detection of skin cancer, and vitamin D considerations.
- Sun protection information and policy requirements are included in staff orientation/induction and/or as part of yearly reviews.

UV radiation exposure is considered as part of a school's risk management and assessment for all outdoor events and activities on and off-site e.g. UV radiation protection strategies (hats, clothing, shade, sunscreen) are included in all school activities including:

- school camp, excursions, sports days and interschool sports events.

FAMILIES & COMMUNITY PARTNERSHIPS

- Sun protection information is provided to families, such as information about sun protective behaviours, UV radiation and health risks associated with UV exposure.
- Partnerships are established with relevant organisations and health professionals to support sun protection practices as appropriate.

DEFINITIONS

Sun protection: For the purposes of this policy and for the Healthy Schools Achievement Program, the 'Sun Protection' health priority area focuses on the creation of environments and behaviours that will minimise UV radiation exposure and skin cancer risk.

UV radiation: Ultraviolet (UV) radiation is a type of energy produced by the sun and some artificial sources, such as solariums or collariums. Too much UV radiation can cause skin and eye damage, sunburn, tanning and. Some UV exposure is recommended for vitamin D. UV radiation isn't like the sun's light or heat, which we can see and feel. Your senses cannot detect UV radiation, so you won't notice the damage until it has been done.

Daily sun protection times: Are a forecast by the Bureau of Meteorology for the time-of-day UV levels are predicted to reach 3 or higher, based on location. 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.

RELATED POLICIES AND RESOURCES

Legislation and Standards

- Duty of Care
- Occupational Health and Safety Act 2004
- Education and Training Reform Act 2006: Sch.5 Reg. 1 (1.2)

- DET Policy & Advisory Library Sun protection guidelines 2020

- Victorian School Building Authority (VSBA) Building Quality Standards Handbook (BQSH): Section 5.1.4 Shade Areas (2020)
- Victorian Registration and Qualifications Authority (VRQA) Guidelines to the Minimum Standards and Requirements for School Registration - Care, safety and welfare of students (2020)
- DET Policy & Advisory Library Outdoor activities and working outdoors (2020)
- Catholic Education Commission of Victoria (CECV) Your Child's Health Wellbeing and Safety
 - Independent Schools Victoria (ISV) — Sun Protection
- 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 (AITSL) — Standard 4.4 and 7.2
- Education and Training Parliamentary Committee Inquiry into Dress Codes and School Uniforms in Victorian Schools — Final Report (2007)
- ARPANSA Radiation Protection Standard for Occupational Exposure to Ultraviolet Radiation (2006)
- Safe Work Australia: Guide on exposure to solar ultraviolet radiation (UVR) (2019)
- AS 4174:2018 Knitted and woven shade fabrics
- AS/NZS 1067.1:2016, Eye and face protection - Sunglasses and fashion spectacles
- AS 4399:2020, 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

REVIEW CYCLE

- The school council 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.
- The SunSmart policy is available to staff, students, families and visitors via our school website.

This policy was last tabled at School Council for their endorsement in August 2026.

It is due for renewal in August 2029.

