



SUNSMART POLICY



Help for non-English speakers

If you need help to understand the information in this policy, please contact the school office on 5992 7900

PURPOSE

The purpose of this policy is to encourage behaviours at Botanic Ridge 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 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

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 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 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 sunsmart.com.au or bom.gov.au.

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

Shade

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

- the canteen
- outdoor lesson areas
- popular play areas

When building works or grounds maintenance is conducted at Botanic Ridge 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

Botanic Ridge Primary school from mid-August to the 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
- rash vests or t-shirts for outdoor swimming activities.

Botanic Ridge Primary a 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 available with long sleeves
- hats

From mid-August (3rd Monday in August) to 30 April, all students and staff **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.

Students are required to wear a school hat or another hat style in school colours that protects the face, neck and ears when outdoors, for example broad-brimmed or bucket. 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

Botanic Ridge Primary school encourages all staff and students to apply SPF50 (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](#). Child are required to independently apply their sunscreen.

Botanic Ridge Primary school has strategies in place to remind students to apply sunscreen before going outdoors for example posters in the classrooms.

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

Sunglasses

Where practical Botanic Ridge 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.

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.

- 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.

Curriculum

Students at our school are encouraged to make healthy choices and are supported to understand the benefits and risks of sun exposure. Botanic Ridge Primary school will address sun and UV safety education as part of the Health & Pe program.

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.

COMMUNICATION

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

- Available publicly on our school's website
- Included in staff handbook/manual
- Hard copy available from school administration upon request

FURTHER INFORMATION AND RESOURCES

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

POLICY REVIEW AND APPROVAL

Policy last reviewed	October 2024
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Approved by	Principal
Next scheduled review date	October 2027
SunSmart Application Due every 5 Years	October 2029