Sunsmart Sun Protection Procedures

1. Purpose

Skin damage, including skin cancer, is the result of cumulative exposure to ultraviolet radiation (UV) from the sun. UV damage begins to accumulate during childhood and adolescence and is associated with an increased risk of skin cancer later in life. As students and staff are at school during times of peak UV radiation, schools play a major role in providing an environment that minimises exposure and encourages long-term sun protective behaviours.

Our Sun Protection Procedures have been developed to ensure that all students, staff, parents and visitors attending Our Lady of Fatima School are protected from skin damage caused by harmful ultraviolet (UV) radiation from the sun.

SOURCES OF AUTHORITY	
CECWA Policy	Community Policy
Executive Directive	Student Safety and Wellbeing; Work, Health and Safety

2. Scope

These procedures apply to all students, staff and parent helpers in the Our Lady of Fatima School community. They are to be implemented when the forecast average monthly UV Index in our area is 3 or above (available from www.bom.gov.au). Throughout Western Australia, UV levels reach 3 or above during all school terms. The sun protection practices outlined in these procedures will be applied to all school activities, including sports carnivals, excursions and camps. Provisions will be made for students who do not have adequate sun protective clothing or hats, and these students will not be excluded from play or physical activity, though activities may be restricted to shaded areas.

3. Procedures

Scheduling outdoor activities

- Where possible, we schedule outdoor activities such as assemblies, outdoor lessons, sport and physical education to occur when the UV Index is below 3. When this is not possible activities are scheduled as far from 12 noon as possible to avoid peak UV times.
- When outdoor activities are scheduled at times when the UV Index is 3 or higher, maximum use is made of shade, sunscreen, hats and long clothing to protect students and staff.
- We require students, staff and parent helpers to wear broad-brimmed, bucket or legionnaires style hat, sun protective clothing and sunscreen for all camps, sports and excursions. These items will be listed on the parent permission form.

Shade

- We ensure there is adequate provision of shade within the school grounds for students and staff, particularly in areas in high use areas, for example, popular play areas, where children eat lunch, canteen, and outdoor lesson areas.
- We encourage staff and students to use shaded areas when outside.
- Students who do not have appropriate hats or sun protective clothing are asked to play in the shade or a suitable area protected from the sun.
- We ensure that adequate shade is provided at sporting carnivals and outdoor events.
- Shade provision is considered in plans for future buildings, grounds and playground equipment.

Hats

- We require students and staff to wear a broad-brimmed, bucket or legionnaires style hat that protects the face, neck, ears and crown of the head whenever they are outside.
- Students without hats will remain protected from the sun and encouraged to play in shaded areas.
- We encourage parents and visitors to wear broad-brimmed, bucket or legionnaires style hats when participating in and attending outdoor school activities.

Clothing

- Cool, loose-fitting sun protective clothing is included in our school uniform / dress code and sports uniform. It includes shirts with collars and elbow length sleeves, and longer dresses and shorts.
- Staff and students are required to wear a rash vest or similar top for swimming/water activities (may not be appropriate for short periods of competitive swimming).

Sunscreen

- Sunscreen is available and accessible to staff and students in classrooms and around the school grounds e.g. at the school office.
- All students and staff will apply SPF30 or higher broad-spectrum water-resistant sunscreen 20 minutes before going outdoors e.g. prior to school, before lunch, PE lessons, sports, excursions etc.
- Staff will ensure that sunscreen is reapplied to the students and themselves every two hours or more frequently if it is washed or wiped off.
- Sunscreen will be stored in a cool place, out of the sun.
- The occupational safety and health representative will monitor the expiry date of sunscreen and discard when out of date.

Sunglasses (optional)

- Where practical, students are encouraged to wear close-fitting, wrap-around sunglasses that meet the Australian Standard 1067 (Sunglasses: Category 2,3 or 4).

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Role modelling and occupational health and safety

- To support health and safety legislation, staff are required to wear sun protective hats when supervising students.
- Staff, students and visitors will act as positive role models and demonstrate SunSmart behaviour when attending school by:
    - wearing sun protective clothing
    - applying SPF30 or higher broad-spectrum water-resistant sunscreen
    - wearing a sun protective hat (broad-brimmed, bucket or legionnaires style)
    - using and promoting shade
    - wearing sunglasses that meet the Australian Standard 1067.

Education

- Programs on sun protection are included in the curriculum for all year levels.

Informing the school community

- Sun protection is communicated to staff, families and visitors via newsletters, social media, assemblies, daily messages, whole school activities, and parent and staff meetings.
- Families and visitors are encouraged to role model sun protection measures when attending outdoor activities.

Procedure monitoring and review

- The sun protection procedures will be made available to staff and parents. Parents are informed of this sun protection policy when they enrol their child/children. All new employees are briefed on the sun protection procedures.
- These procedures monitored regularly and reviewed every three years.

Authorised by	Jacinta Petersen	Signature	
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