

KHPS SUN PROTECTION POLICY



Help for non-English speakers

If you need help to understand this policy, please contact Keilor Heights PS office on 03 9336 1739

PURPOSE

The purpose of this policy is to support sun protection behaviours at Keilor Heights PS to minimise risk of health problems from sun overexposure, including 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 to the end of April in Victoria)
- 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 on and off-site, including camps and excursions. It is applicable to all students and staff.

POLICY

Overexposure 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 damage accumulated during childhood and adolescence is strongly associated with an increased risk of skin cancer later in life.

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 day and the year (highest from mid-August to the end of April in Victoria)
- 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 or above. Information about the daily local sun protection times is available via the SunSmart widget is visible on the school's website, (<https://kheights.vic.edu.au/>) the free SunSmart app, or at sunsmart.com.au or bom.gov.au.

Keilor Heights PS has the following measures in place for all outdoor activities during the daily sun protection times to help reduce the risk of over-exposure to UV radiation for staff and students.

Shade

Keilor Heights PS provides sufficient options for shelter and trees to provide shade on school grounds, particularly in places such as:

- **All our playgrounds have shade sails**
- **Our netball courts have shade sails attached to the gym for shade during both Physical education lessons and during break times.**
- **We have several undercover areas attached to our main building**
- **We have an amphitheater with shaded seating**
- **Our sensory garden is surrounded by trees**
- **The perimeter of our school has large trees that provide shade**

Students are encouraged to use available areas of shade when outdoors during peak sun protection times, particularly if they do not have appropriate hats or outdoor clothing.

When building works or grounds maintenance is conducted at Keilor Heights PS that may impact on the level of shade 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

Keilor Heights PS's uniform or dress code includes sun-protective clothing, including:

- loose, cool, densely woven fabric
- shirts with a collar and/or high necklines
- tops with elbow length or long sleeves
- longer style shorts, dresses and skirts
- rash vests or t-shirts for outdoor swimming activities.
- Wide brimmed hats for all outdoor activities during warmer months

Keilor Heights PS's uniform or dress code applies on and off-site unless otherwise advised. When students are not required to wear school uniform (such as school camps, free dress day), Keilor Heights PS will ensure steps are taken to encourage students to wear sun-protective clothing during the recommended high UV periods (1st September – 30th April)

Hats

From 1st September to 30 April, 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.

Students wear a school hat or a hat that protects the face, head, neck and ears when outdoors, for example broad-brimmed, legionnaire or bucket hat.

Baseball or peaked caps and sun visors are not considered a suitable alternative, as they do not protect the ears, cheeks or neck.

Students who are not wearing appropriate protective clothing or hats will be asked to use available areas of shade for not hat play. These are the undercover areas attached to the main building.

Sunscreen

Keilor Heights PS encourages all staff and students to apply SPF30 (or higher) broad-spectrum, water-resistant sunscreen daily before arriving at school.

Keilor Heights PS supplies SPF30 (or higher) broad-spectrum, water-resistant sunscreen for staff and students to use when requested. This can be located in the first aid room. It is highly encouraged that students use and provide their own sunscreen.

Curriculum

Students at our school are encouraged to make healthy choices. They are supported to understand effects of sun exposure and are encouraged to be involved in initiatives to promote and model sun protection measures to the whole school. Keilor Heights PS will address sun protection and UV safety education as part of Health and Physical Education program, as well as sun smart lessons taught in class.

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.

Families and visitors

Families and visitors participating in and attending outdoor school activities are encouraged to:

- wear a sun-protective hat, covering clothing and, if practical, sunglasses;
- apply SPF30 (or higher) broad-spectrum, water-resistant sunscreen; and
- seek shade whenever possible when outdoors.

Community engagement

Sun protection behaviour is regularly reinforced and promoted to the whole school community through newsletters, school website, staff and parent meetings, school assemblies, student and teacher activities and at student enrolment/new staff orientation.

COMMUNICATION

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

- Available publicly on our school's website (or insert other online parent/carer/student communication method)
- Included in staff induction processes and staff training
- Included in school newsletter
- Hard copy available from school administration upon request

FURTHER INFORMATION AND RESOURCES

- the Department’s Policy and Advisory Library:
 - [Sun and UV Protection Policy](#)
 - [Heat Health](#)
 - [Outdoor Activities and Working Outdoors](#)
 - [Risk Management – Schools](#)
 - [Shade Sails](#)
 - [Student Dress Code](#)
- [SunSmart](#) and Cancer Council Victoria.
 - [Primary schools](#) free education resources, sample policies and information about the free [SunSmart Schools Program](#).
 - [Secondary schools](#) free education resources and sample policies.
 - [Sunscreen reactions](#).

POLICY REVIEW AND APPROVAL

Policy last reviewed	February 2023
Approved by	School Council
Next scheduled review date	February 2027