



**Court Grammar
School**

Topic	Sun Protection
Director General's Requirement	4: Levels of Care
Originally Released	2014
Date for Review	2025

Rationale

Over exposure to the sun during childhood and adolescent is an important contributing factor to the development of skin cancer later in life. As students are at school during times of peak ultraviolet (UV) radiation, schools can play a major role in creating a supportive environment that minimises exposure and encourages sun protective behaviours.

Our Sun Protection Policy has been developed to ensure that all students, staff, parents and visitors attending Court Grammar School are protected from skin damage caused by harmful ultraviolet (UV) radiation from the sun. This policy is to be implemented when the forecast average monthly UV Index in our area is 3 or above (available from www.bom.gov.au). The sun protection practices outlined in this policy will be applied to all school activities, including sports carnivals, excursions and camps. The policy has been developed in consultation with the whole school community.

Policy:

It is the policy of Court Grammar School that exposure to the harmful UV rays from the sun shall, as far as is reasonably practicable, be eliminated or reduced by:

- Providing information about the risks associated with exposure to the UV radiation that comes from the sun.
- Reorganizing activities where possible, to times that are less likely to result in exposure to harmful radiation.
- Providing appropriate shade or indoor facilities of permanent or temporary nature.

Where exposure to UV radiation cannot be eliminated or reduced to acceptable levels, Court Grammar School will ensure that:

- Personal protective equipment will be made available as part of the School uniform to control the risks associated with exposure to the UV radiation that comes from the sun.

Procedure:

Outdoor Activities

- Ensure sun protection measures are available to students and staff while outside when the UV Index is 3 or above.
- Plan as many outdoor events as possible such as assemblies, sport and physical education when the UV Index is below 3. When this is not possible activities should be scheduled as far from 12 noon as possible.
- Ensure that adequate shade is provided at sporting carnivals and outdoor events.

Shade

- Ensure there is adequate provision of shade within the school grounds for students and staff, by planting trees and building shade structures. Particularly in areas where students congregate, for example, lunch, canteen, outdoor lesson areas.
- Encourage staff and students to use shaded or covered areas when outside.
- Students in Secondary School without hats will be asked and reminded to remain protected when they do not have a hat during break times.

Hats

- Require students in the Primary School and staff to wear a wide brimmed, bucket or legionnaires style hat that protects the face, neck, ears and crown of the head whenever they are outside all year.
- Students in the Primary School without hats will remain protected from the sun and encouraged to play in shaded areas.
- Require students, staff and parent helpers to wear hats, sun protective clothing and sunscreen for all camps, sports and excursions. These items will be listed on the parent permission form.
- Students in Secondary School will be encouraged to wear a hat when outside participating in activities during Terms 1 and 4 and on other days when the UV index is high.

Clothing

- The school uniform or dress code includes sun protective items that protects as much of the skin as possible such as shirts with collars and longer sleeves, and swim tops for swimming.
- Require staff and students to wear a rashie or similar top for swimming/water activities (may not be appropriate for competitive swimming)

Sunscreen

- Sunscreen is available and accessible to staff and students around the school grounds eg in the classroom, at the school office or canteen.
- All Primary School students and staff will have access to and apply SPF30 or higher broad-spectrum water-resistant sunscreen before going outdoors e.g. prior to school, before lunch, PE lessons, sports, excursions etc. Students in the Secondary School will be encouraged and reminded to apply SPF30 or higher broad-spectrum water resistant sunscreen before going outdoors e.g. prior to school, before lunch, PE lessons, sports, excursions etc.
- Primary School 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.

Role Modelling

- Staff and students will act as positive role models and demonstrate SunSmart behaviour when attending school by:
 - wearing a SunSmart hat (wide brimmed, bucket or legionnaires style) in Primary School.
 - applying SPF30 or higher broad-spectrum water resistant sunscreen
 - using and promoting shade
 - wearing appropriate clothing
 - wearing appropriate sunglasses

Excursions

- Sun protection will be considered when excursions are planned, specifically time of day and availability of shade.

Education

- Sun protection is part of the curriculum.

Information

- Sun protection information will be promoted to staff, families and visitors.
- Sun protection is promoted via newsletters, assemblies, daily messages, whole school activities, and parent and staff meetings.

Policy

- The sun protection policy 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 policy.
- The policy is monitored and reviewed regularly (2 to 3 years).

Review History

Year of Review	Review/Amendments	Approved By
2014		Executive
2017	Review	
2019	Updated with change of School name	
2022	Reviewed	

Next Review

Year	Reviewer
2025	Deputy Principal