

	<p style="text-align: center;">COBURG WEST PRIMARY SCHOOL</p> <p style="text-align: center;">Sun Smart Policy (Sun Protection)</p>	<p>Approved March 2023 Review: March 2026</p>
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Purpose:

1.1 To ensure that Coburg West Primary School creates sun safe environments and influences sun protection behaviours through education and role modelling.

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 later in life.

Legislation and Standards: Occupational Health and safety Act 2004

Education and Training Reform Act 2006 Sch 5 Reg. 1 (1.2)

Objective:

- 2.1 To ensure all students and staff are protected from over-exposure to UV radiation
- 2.2 To ensure the outdoor environment provides shade for students and staff.
- 2.3 To ensure students are encouraged and supported to develop independent sun protection skills that will help them be responsible for their own sun protection.
- 2.4 To support duty of care requirements; and
- 2.5 To support appropriate OHS strategies to minimize UV risk and associated harm for students, staff and visitors.

Scope

3.1 This policy applies to:

All students, staff, including casual relief staff, contractors and volunteers

Policy:

- 4.1 Staff and students are encouraged to access the daily local sun protection times via the free Sun Smart app or at sunsmart .com.au
- 4.2 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, 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.*
- 4.3 Seek Shade
 - The school council makes sure there are sufficient shelters and trees providing shade in outdoor areas particularly in high-use areas e.g. where students have lunch, canteen, sports, outdoor lessons and popular play areas.
 - 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 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.
- 4.4 Slip on sun protective clothing
 - Cool, loose –fitting sun protective clothing made of densely woven fabric is included in our school uniform and sports uniform. It included shirts with collars, sleeves, longer dresses.
 - All students and staff are required to wear hats that protect their face, neck and ears. (Legionnaire, broad-brimmed or bucket hats) whenever they are outside. Peak caps and visors are not considered a suitable alternative.

4.4 Slop on Sunscreen

- The school encourages the use of SPF30 (or higher) broad-spectrum, water resistant sunscreen for staff and student's use.
- Sunscreen is applied in accordance with the manufacturer's directions and reapplied as required.
- Strategies are in place to remind students to apply sunscreen before going outdoors (e.g. Sunsmart posters, reminder notices, sunscreen monitors or sunscreen buddies)

4.5 Slide on Sunglasses

- Where practical students are encouraged to wear close-fitting, wrap-around sunglasses that meet the Australian Standards and cover as much of the eye area as possible.

4.6 Sun Smart 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.
- Sunsmart education will be delivered for all levels as part of the start up program each year.

4.7 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

Further Information and Resources:

- DET School Policy & Advisory Guide (SPAG) [Sun & UV protection](#) (2019)
- Victorian School Building Authority [Building Quality Standards Handbook](#) (BQSH): Section 5.1.4 Shade Areas (2018)
- DET [Outdoor activities](#) (2018)
- Catholic Education Commission of Victoria (CECV) [Your Child's Health Wellbeing and Safety](#) (Primary)
- Independent Schools Victoria (ISV) [Managing a school – Health & Safety Compliance Framework: OHS >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](#) (APST) – 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: [Guidance Note – Sun protection for outdoor workers](#) (2016)
- AS 4174:2018 Knitted and woven shade fabrics
- AS/NZS 1067.1:2016, Eye and face protection - Sunglasses and fashion spectacles
- AS/NZS 4399:2017, 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 and Evaluation:

The 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

Sunsmart policy updates and requirements will be made available to staff, families and visitors.

Policy last reviewed	March 2023
Approved by	School Council (14 th June 2023)
Next scheduled review date	March 2026 (every 3 - 4 years)