

## Rationale

Overexposure to ultraviolet (UV) radiation from the sun can cause skin damage, (sunburn and ageing) and skin cancer. UV exposure may also increase the risk of eye diseases.

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

Australia has one of the highest rates of skin cancer in the world. More than two in three Australians will be diagnosed with skin cancer in their lifetime. However most skin cancer can be prevented by using sun protection.

## Purpose

Given school hours and activities fall within peak UV periods of the day, it is crucial schools have strategies in place to reduce UV exposure and associated risks.

This SunSmart policy aims to:

- Ensure all students and staff have some UV exposure for vitamin D.
- Ensure all students and staff are well protected from too much UV exposure by using a combination of sun protection measures whenever UV levels reach 3 and above.
- Ensure the outdoor environment is sun safe and provides shade for students and staff.
- Ensure students are encouraged and supported to develop independent sun protection skills.
- Support duty of care requirements
- Support appropriate OHS strategies to minimise UV risk and associated harms for staff and visitors

## Scope

This policy applies to:

- students, staff, volunteers, visitors and contractors,
- activities and events on and off-site including; recess/lunch, outdoor lessons, assemblies, PE and sports classes, interschool sports activities, excursions, camps and free dress days,
- school environments and environments where school-related events occur.

## Implementation

Nazareth Catholic Primary School is committed to supporting effective UV protection strategies to minimise risk and require all students and staff to comply with this policy.

Staff and students are encouraged to access, display and communicate the daily local sun protection times via the [SunSmart widget](#) on the school's website/intranet, [free SunSmart Global UV app](#), [sunsmart.com.au](http://sunsmart.com.au) or [bom.gov.au](http://bom.gov.au).

The sun protection measures listed in this policy are used for all outdoor activities during the daily local sun protection times. Implementation only in Terms 1 and 4 is insufficient to protect against UV exposure risks.

## Procedures:

### 1. Environment

#### Seek shade

- A shade assessment is conducted regularly to determine the current availability and quality of shade.
- Nazareth School Advisory Committee ensures there is a sufficient number of shelters and trees providing shade in Nazareth Primary School grounds particularly in areas where students congregate e.g. lunch, outdoor lesson areas and popular play areas.
- The availability of shade is considered when planning all other outdoor activities and excursions.
- In consultation with the Nazareth School Advisory Committee, shade provision is considered in plans for future buildings and grounds.
- Students are encouraged to use available areas of shade when outside.
- Students who do not have appropriate hats or outdoor clothing are asked to play in the shade or a suitable area protected from the sun.

### 2. Behaviours

#### Slip on sun protective clothing

- Sun protective clothing is included in our school uniform / dress code and sports uniform. School clothing is cool, loose fitting and made of densely woven fabric. It includes shirts with collars and elbow length sleeves, longer style dresses, skirts, shorts and pants.
- Rash vests or t-shirts for outdoor swimming and water sport activities.
- Students without appropriate covering clothing will be asked to use shaded areas or suitable areas protected from the sun.

#### Slap on a hat

- All students and staff are required to wear hats that protect their face, neck and ears, i.e. legionnaire, broad brimmed or bucket hats, whenever they are outside. Baseball or peak caps and visors are not considered a suitable alternative.
- Students without an appropriate hat will be asked to use shaded areas or suitable areas protected from the sun.

#### Slop on sunscreen

- Students must provide their own SPF 30 or higher broad spectrum, water resistant sunscreen.  
*AND*
- Nazareth Primary School supplies SPF 30 or higher broad spectrum, water resistant sunscreen for staff and student's use.
- Strategies are in place to remind and encourage students to apply sunscreen before going outdoors (e.g. reminder notices, sunscreen monitors, sunscreen buddies) with time for this scheduled into the daily routine.
- The school community is educated about the correct use of sunscreen and the level of protection it provides (apply 20 minutes before going outdoors and reapply every 2 hours, or more frequently if sweating or swimming e.g. towel dry and then re-apply).

## Governance and leadership

As part of OHS UV risk controls and role-modelling, when the UV is 3 and above staff, families and visitors:

- wear a sun protective hat and covering clothing
- apply SPF50 or 50+ broad-spectrum, water-resistant sunscreen, and
- seek shade whenever possible

SunSmart information is included in staff handbook/orientation materials and during new staff induction. Staff are supported to access resources, tools and professional learning to enhance their knowledge and capacity to promote sun protection education across the curriculum.

UV radiation exposure is considered as part of the school's risk management and assessment for all outdoor events and activities on and off-site, e.g. UV radiation protection strategies (hats, clothing, shade, sunscreen) are included in school camp activities, excursions, sports days and interschool sports events

## School and community engagement

### Families and visitors

For their own safety and to reinforce our school's sun protection strategies, families, visitors, contractors and volunteers are also asked to;

- wear a sun-protective hat and covering clothing
- apply SPF50 or 50+ broad-spectrum, water-resistant sunscreen, and
- seek shade whenever possible.

## School curriculum

### Learning

- Sun protection and UV safety education is incorporated into the curriculum across all year levels.
- Staff and students are encouraged to complete Cancer Council Victoria's free [SunSmart online learning courses](#) for teachers and students.
- Students are encouraged to be involved in initiatives to promote and model sun protection measures at the school including taking leadership roles in managing sun protection for the whole school community e.g. accessing daily sun protection times, hat and sunscreen application reminders, and supporting other students to be SunSmart.
- SunSmart behaviour is regularly reinforced and promoted to the whole school community through a variety of channels such as newsletters, school website/intranet/noticeboard, staff meetings, school assemblies, student and teacher activities and at student enrolment / orientation.

## Monitoring and Review

- The Nazareth School Advisory Committee and staff regularly monitor and review the effectiveness of the SunSmart policy (at least once every three years) and revise the policy when required.
- SunSmart policy updates and requirements will be made available to staff, families, students and visitors.
- The school's SunSmart policy is easily accessible to staff, students and parents via the school website.

## Definitions

[Ultraviolet \(UV\) radiation](#) - a type of energy produced by the sun and some artificial sources, such as solariums and collariums. UV can't be seen or felt. The sun's UV can reach you directly and also indirectly (reflected off different surfaces and scattered by particles in the air). At least 95% of skin cancers are caused by UV exposure.

[Sun protection times](#) - a forecast by the Bureau of Meteorology for the time-of-day UV levels are predicted to reach 3 or higher (when sun protection is recommended for all skin types). In Victoria, UV levels typically reach 3 or higher daily from mid-August to the end of April. Sun protection times are

available for various locations across Victoria, nationally and globally on the free [SunSmart Global UV app](#). Schools are advised to continue to use sun protection beyond these times if students are outdoors for extended periods (e.g. during sports carnivals and all-day events).

[Sun protection](#) - a combination of strategies (clothing, hats, sunscreen, sunglasses and shade) to protect from UV.

[Skin cancer](#) - UV radiation damages DNA in the skin cells. If this damage does not repair itself, or the cells continue to be exposed to UV, further damage occurs leading to skin cancer including melanoma, which can spread to other organs.

[Shade](#) - a barrier (built, natural and / or temporary) that protects from direct UV. Good quality shade can reduce UV by up to 90%. Shade design should also incorporate indirect UV protection through the choice or modification of low UV reflective surrounding surfaces.

## Relevant policies and resources

### Related policies

- Duty of Care Policy
- Risk Management Policy
- School Uniform Policy

### Legislation and standards

- [Occupational Health and Safety Act 2004](#)
- [Education and Training Reform Act 2006](#): Sch.5 Reg. 1 (1.2)

### Department of Education and Training (Vic): Policy & Advisory Library (PAL)

- [Sun and UV Protection](#) / SunSmart policy template (DET portal) (Feb 2023)
- [Shade Sails](#)
- [Outdoor activities and working outdoors](#)
- [Outdoor Education Schools](#)
- Victorian School Building Authority (VSBA) [Building Quality Standards Handbook](#) (BQSH): Section 3.4 Landscape Planning, 5.1 Landscape architecture, 5.1.5 Shade Areas (May 2025)

### SunSmart

- [SunSmart online learning courses](#) (aimed at educators, teachers and students)
- [Sun protection resources and information for primary schools](#)
- [Sun protection resources and information for secondary schools](#)
- [Sun protection advice for parents and carers](#)
- [Sun protection information in different languages](#)
- [Sun protection information for workplaces](#)

### Other

- Victorian Registration and Qualifications Authority (VRQA) [Guidelines to the Minimum Standards and Requirements for School Registration](#) - Care, safety and welfare of students p.23 (January 2022)
- Victorian Institute of Teaching (VIT), [The Victorian Teaching Profession's Code of Conduct](#) - Principle 3.2 (May 2021)
- [Australian Professional Standards for Teachers](#) (AITSL) – Standard 4.4 and 7.2
- [Victorian Early Years Learning and Development Framework](#) (VEYLDF) (May 2016)
- Catholic Education Commission of Victoria (CECV) [Your Child's Health Wellbeing and Safety](#) (Parent Handbook)
- Independent Schools Victoria – [isComply](#) (ISV portal)

- Education and Training Parliamentary Committee Inquiry into [Dress Codes and School Uniforms in Victorian Schools – Final Report](#) (2007)
- Australian Radiation Protection and Nuclear Safety Authority [Radiation Protection Standard for Occupational Exposure to Ultraviolet Radiation](#) (2006)
- WorkSafe Victoria: [Sun protection](#)
- Safe Work Australia: [Guide on exposure to solar ultraviolet radiation \(UVR\)](#) (Mar 2020)
- AS 4174:2018 Knitted and woven shade fabrics
- AS/NZS 1067.1:2016 (Amd 2021), Eye and face protection - Sunglasses and fashion spectacles
- AS 4399:2020, Sun protective clothing - Evaluation and classification
- AS/NZS 2604:2012 Sunscreen products - Evaluation and classification
- 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
- [Healthy Schools Achievement Program](#) – Sun protection
- United Nations. 1989. [“Convention on the Rights of the Child.”](#) Treaty Series 1577 (November): 3
- World Health Organization and the United Nations Educational, Scientific and Cultural Organization, Health Promoting Schools – [global standards and indicators](#)

*Please note: Certain health conditions and medications mean some people are more sensitive to UV radiation and need to use sun protection at all times regardless of the UV levels. Please make sure your policy includes the particular needs of these children and staff at your school. For further information see [Skin cancer risk factors](#).*

### Policy information table

|                       |                                       |
|-----------------------|---------------------------------------|
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