

# Woodend Primary School

(Woodend Campus & Carlsruhe Annex)



## Purpose

The purpose of this policy is to encourage behaviours at Wooden Primary School to minimise the risk of skin and eye damage and 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 the middle of August to the end of April).
- 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, including camps and excursions. It is applicable to all students and staff.

## Policy

Excessive exposure 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 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 year (highest in Victoria from mid-August – end of April)
- 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

and above (typically from mid-August to the end of April in Victoria). Information about the daily local sun protection times is/will be available via the Sun Smart widget on the school's website the free Sun Smart app, or at [sunsmart.com.au](http://sunsmart.com.au) or [bom.gov.au](http://bom.gov.au).

Wooden Primary School has the following measures in place to help reduce the risk of excessive UV sun exposure for staff and students.

### **Shade**

Wooden Primary School will provide sufficient options for shelter and trees to provide shade on school grounds, particularly in places such as:

- the canteen
- outdoor lesson areas
- popular play areas

When building works or grounds maintenance is conducted at Wooden Primary School that may impact on the level of shading available to staff and students, a review of the shaded areas available will be conducted and further shading installed as appropriate.

### **Sun protective uniform**

Wooden Primary School uniform and dress code includes sun-protective clothing, including:

- loose, cool, closely-woven fabric
- shirts with a collar and/or high necklines
- tops with elbow length or long sleeves

From mid-August (beginning week 6 of term 3) until 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.

Staff are encouraged to wear hat styles that protect the face, neck and ears when outdoors, for example broad-brimmed, legionnaire or bucket.

Students are required to wear a school hat or another hat style that protects the face, neck and ears when outdoors, for example broad-brimmed, legionnaire or bucket. Students who are not wearing appropriate protective clothing or a hat may be asked to play in the shade or in a suitable area protected from the sun.

### **Sunscreen**

Woodend Primary School encourages all staff and students to apply SPF30 (or higher) broad-spectrum, water-resistant sunscreen daily whenever UV levels reach 3 and above. Sunscreen should be applied at least 20 minutes before going outdoors, and reapplied every two hours according to [manufacturer's instructions](#).

Staff and students who may suffer from allergic reactions from certain types of sunscreen are encouraged to use their own sunblock.

Staff and families are encouraged to role model Sun Smart behaviour and are encouraged to apply SPF 30 (or higher) broad-spectrum, water-resistant sunscreen when outside.

### **Sunglasses**

Where practical Woodend Primary School staff engaged in outdoor activities are encouraged to wear sunglasses that meet the Australian Standard 1067 (Sunglasses: Category 2, 3 or 4) and cover as much of the eye area as possible.

### **Curriculum**

Students at our school are encouraged to make healthy choices, and are supported to understand the benefits and risks of sun exposure. Woodend Primary School will address sun and UV safety education as part of the curriculum.

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.

### **Engaging students, staff and families**

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

### **Further information and resources**

- School Policy Advisory Guide:
- [Sun and UV Protection Policy](#)
- [Duty of care](#)
- [Sun Smart](#)

### **REVIEW CYCLE**

This policy was last reviewed and endorsed in September 2019.  
This policy will be reviewed and updated in December 2022.