

## SUN PROTECTION POLICY



### Help for non-English speakers

If you need help to understand the information in this policy, please contact Mount Martha Primary School Office 0359742800 or email [Mount.Martha.PS@education.vic.gov.au](mailto:Mount.Martha.PS@education.vic.gov.au)

### Purpose

The purpose of this policy is to support sun protection behaviours at Mount Martha Primary School 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 – 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

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 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 available via the SunSmart widget on the school's website, the free SunSmart app, or at [sunsmart.com.au](http://sunsmart.com.au) or [bom.gov.au](http://bom.gov.au).

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

## **Shade**

Mount Martha Primary School will provide sufficient options for shelter and trees to provide shade on our school grounds. When building works or grounds maintenance is conducted at Mount Martha 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/clothing**

Mount Martha Primary School's 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
- longer style shorts and skirts
- rash vests or t-shirts for outdoor swimming activities

**From 15 August to 30 April**, all students must wear an approved school uniform sun protective hat. Students are required to wear a school hat that protects the face, neck, and ears when outdoors, for example broad-brimmed, legionnaire in a suitable area protected from the sun. Baseball or peaked caps and sun visors are not considered a suitable alternative, as they do not protect the ears, cheeks or neck.

Students not wearing a hat will be sent to shaded area such as (under roof near canteen) during recess and lunchtime. Staff also wear hat styles that protect the face, neck and ears when outdoors, for example broad-brimmed, legionnaire or bucket.

## **Sunscreen**

Mount Martha Primary School encourages all staff and students to apply SPF50 or SPF50+ 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 2 hours (or more frequently if sweating or swimming). Students and staff are reminded and encouraged to bring their own SPF50 or SPF50+ broad-spectrum, water-resistant sunscreen to school.

Mount Martha Primary School has strategies in place to remind students to apply sunscreen before going outdoors for example, posters, reminders at assemblies, announcements, and reminders from staff.

## **Sunglasses**

Where practical, Mount Martha Primary School encourages students and staff engaged in outdoor activities to wear close-fitting, wrap-around 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. 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.

### **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 SPF50 or SPF50+ 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/intranet, staff and parent meetings, school assemblies, student and teacher activities and at student enrolment/new staff orientation.

Families, students and staff are provided with information, ideas and practical strategies to support UV safety at school and at home. Mount Martha Primary School will provide information through newsletters, school website, school assemblies]

### **COMMUNICATION**

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

- Available publicly on our school's website
- Included in staff induction processes and staff manual
- Included in transition and enrolment packs
- Discussed at parent information nights
- Reminders in our school newsletter
- Discussed in school assemblies

### **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	September 2025
Approved by	School Council 11 <sup>th</sup> September 2025
Next scheduled review date	September 2029