



## TRARALGON SOUTH PRIMARY SCHOOL SUN PROTECTION POLICY



### Help for non-English speakers

If you need help to understand the information in this policy, please contact the General Office on (03) 5195 5244.

### PURPOSE:

The purpose of this policy is to encourage behaviours at Traralgon South 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 on and off-site, including camps and excursions. It is applicable to all students and staff.

### POLICY:

1. 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 from mid-August – end of April in Victoria); and
- Peaks during school hours.

2. 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. 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 [www.sunsmart.com.au](http://www.sunsmart.com.au) or [www.bom.gov.au](http://www.bom.gov.au).
3. Traralgon South Primary School has the following measures in place for all outdoor activities during the daily sun protection times to help reduce the risk of overexposure to UV radiation for staff and students:

**a. Shade:**

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

- Where students congregate for lunch;
- Outdoor lesson areas;
- Popular play areas; and
- Assembly areas.

Students are encouraged to use available areas of shade when outdoors during peak sun protection times, particularly if they do not have appropriate hats or outdoor clothing.

When building works or grounds maintenance is conducted at Traralgon South 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.

**b. Sun Protective Uniform/Clothing:**

Traralgon South Primary School's uniform and dress code includes sun-protective clothing, including:

- Loose, cool, densely woven fabric;
- Shirts with a collar and/or high necklines;
- Tops with elbow length or long sleeves; and
- Longer style shorts and skirts.

Traralgon South Primary School's uniform or dress code applies on and off-site unless otherwise advised. When students are not required to wear school uniform (such as school camps, free dress day), Traralgon South Primary School will ensure steps are taken to encourage students to wear sun-protective clothing whenever UV levels reach 3 and above.

**c. Hats:**

From mid-August (exact date to be set by the school annually) to 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.

**d. Sunscreen:**

Traralgon South 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 (or more frequently if sweating or swimming).

Traralgon South Primary School supplies SPF30 (or higher) broad-spectrum, water-resistant sunscreen for staff and students to use and the location is communicated to all staff and students (often in each classroom), so it is readily accessible. Sunscreen that is supplied by the school is stored below 30 degrees and the expiry date monitored.

Reminders to apply sunscreen will be provided to students by Traralgon South Primary School staff before going outdoors.

At Traralgon South Primary School students are welcome to attend the First Aid Room, Staff Room or General Office to access sunscreen. Staff and students who may suffer from skin reactions from certain types of sunscreen are encouraged to contact the Principal to implement a plan to reduce the risk of a sunscreen reaction at school, such as families sending their child to school with a suitable alternative sunscreen.

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

**e. Sunglasses:**

Where practical Traralgon South 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.

**f. Curriculum:**

Students at our school are encouraged to make healthy choices. They are supported to understand the benefits and risks of sun exposure and are encouraged to be involved in initiatives to promote and model sun protection measures to the whole school. Traralgon South Primary School will address sun and UV safety education as part of the Health and Physical Education curriculum for relevant year levels.

**g. 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.

**h. 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 SPF30 (or higher) broad-spectrum, water-resistant sunscreen; and
- Seek shade whenever possible when outdoors.

**i. Community Engagement:**

SunSmart behaviour is regularly reinforced and promoted to the whole school community through newsletters, the school website, school assemblies, and student and teacher activities.

Traralgon South Primary School may provide families and staff with information through newsletters, noticeboards, school website, and/or school assemblies.

**REVIEW CYCLE:**

This policy was last ratified by School Council on 11 September 2023 and is scheduled for review in 2026.

# Traralgon South Primary School

is a registered member of the  
**SUNSMART SCHOOLS PROGRAM**

and has a sun protection policy that meets SunSmart guidelines and recommendations to reduce skin cancer risk.

*Nicky Muir*

Signed on behalf of SunSmart

Membership renewed: 10 October 2023

Next renewal due: October 2026



Celebrating 27 years as a  
SunSmart Member (1996 – 2023)

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