

Sun Protection policy

This is a mandated policy under the operational policy framework. Any edits to this policy must follow the process outlined on the creating, updating and deleting operational policies page.

1. Overview

This policy assists Department for Education schools to meet their duty of care and work health and safety obligations outlined in the department's Safety Management Procedure.

2. Scope

This policy applies to all school activities and events on and off-site.

3. Rationale

A balance of ultraviolet (UV) radiation exposure is important for health. Too much of the sun's UV radiation can cause sunburn, skin and eye damage and skin cancer. Sun exposure during childhood and adolescence is a major factor in determining future skin cancer risk.

Too little UV radiation from the sun can lead to low vitamin D levels. Vitamin D is essential for healthy bones and muscles, and for general health. Sensible sun protection when UV is 3 and above does not put people at risk of vitamin D deficiency.

4. Objectives

This sun protection policy has been developed to:

- encourage the entire school community to use a combination of sun protection measures whenever the UV Index reaches 3 and above.
- work towards a safe school environment that provides shade for students, staff, and the school community at appropriate times.
- assist students to be responsible for their own sun protection.
- ensure families and new staff are informed of the school's sun protection policy

5. Table of Contents

1. Overview	1
2. Scope	1
3. Contents	1
4. Detail.....	1
4.1. Inclement weather response.....	1
5. Roles and responsibilities	2
5.1. Executive and Leaders	2
5.2. Employees.....	2
Yard Duty Teachers	2
1.1. Reception (Front Office) Staff	3
1.2. Students.....	3
6. Definitions	3
6.1. Inclement weather	3
6.2. UV level.....	3
7. Appendices	3
8. Supporting information	4
8.1. Related legislation	4
8.2. Related policies	4
9. Record history.....	4
9.1. Approvals.....	4
9.2. Revision record.....	4
10. Contact	4



6. Detail

6.1. Policy implementation times

Staff are encouraged to check the daily sun protection times each morning for our location using the free [SunSmart Global UV app](#), [SunSmart widget](#), myuv.com.au or the [Bureau of Meteorology website](#) to support the implementation of sun protection at the school.

The school uses a combination of sun protection measures for all outdoor activities during terms 1, 3 and 4, and whenever UV levels reach 3 and above at other times.

6.2. Scheduling

A combination of sun protection measures are considered when planning outdoor activities such as camps, excursions, sporting activities and water-based activities.

Care is taken during the peak UV radiation times, and outdoor activities are scheduled outside of these times, where possible or in the shade.

Sports days and other outdoor events are held during term 1 or earlier in the day/ at twilight where practical.

Peak UV times of the day are when the UV is highest during the daytime and differ from the local sun protection times issued by the Bureau of Meteorology, which change daily. For an implementation guide peak UV times of the day are 11.00 am-3.00 pm during daylight savings and 10.00 am-2.00 pm during non-daylight savings.

7. Sun protection measures

7.1. Hats

All students and staff are **encouraged** to wear a broad-brimmed, legionnaire or bucket hat which protects the face, ears, and neck. Baseball caps are not recommended.

7.2. 2. Clothing

Appropriate sun protective clothing is included in the school uniform/dress code and sports uniform. Clothing made of a closely woven material including tops with collars or higher necklines and elbow-length sleeves and longer-style skirts, dresses and shorts are encouraged. Rash tops or t-shirts over bathers are recommended for outdoor swimming activities.

7.3. 3. Sunscreen

Teaching staff are responsible for supplying sunscreen for students. Staff are responsible for providing their own sunscreen, however, one can always be found in the Student Services.

- SPF 50+ broad-spectrum, water-resistant sunscreen is supplied by the school for student and staff use.

- Families with children who have sensitive skin are asked to provide a suitable SPF 50+ broad-spectrum water-resistant sunscreen for their child's use.
- Families with children who are concerned about vitamin D requirements are encouraged to speak to their GP or paediatrician.
- Students are encouraged to apply sunscreen before or upon arriving at school.

School's sunscreen application and reminder process is that students are provided with a sunscreen located in the Student Services to apply before going outdoors.

7.4. Shade

- Staff are to use available areas of shade for outdoor activities as much as possible and actively encourage students to play in the shade.

7.5. Sunglasses

Students and staff are encouraged to wear close-fitting, wrap-around sunglasses that provide the best protection against UV eye damage. Sunglasses should meet Australian standard AS/NZS 1067 (Sunglasses: lens category 2, 3 or 4) and cover as much of the eye area as possible. Novelty tinted glasses do not protect against UV radiation and are not recommended.

7.6. Staff WH&S and role modelling

For work health and safety and role modelling, when the UV is 3 and above, staff are encouraged to practice SunSmart behaviours including:

- wearing sun protective hats, clothing, and sunglasses when outside
- applying SPF 50+ broad-spectrum, water-resistant sunscreen
- seeking shade whenever possible.

Families and visitors are encouraged to use a combination of sun protection measures when participating in or attending outdoor school activities.

8. Learning and development

Sun protection education is incorporated into the curriculum for every second year.

9. Policy promotion

Sun protection information and the sun protection policy is promoted to the whole school community through newsletters, school homepage, parent meetings, staff meetings, school assemblies, student, and teacher activities and in student enrolment packs.

10. Roles and responsibilities

10.1. Executive and Leaders

- Ensure the sun protection policy is implemented, promoted, and reviewed.
- Support provision of shade, sunscreen, and SunSmart practices across the school.
- Model SunSmart behaviours and ensure staff are informed.

10.2. All Employees (including Teachers and SSOs)

- Implement sun protection measures during outdoor activities when UV is 3 and above.
- Role model SunSmart behaviours (hat, clothing, sunscreen, shade).
- Remind and support students to apply sunscreen and use shade.

10.3. Yard Duty Teachers

- Actively encourage students to play in shaded areas.
- Monitor and reinforce appropriate hat use and SunSmart behaviours.

10.4. Reception / Front Office Staff

- Support communication of the sun protection policy to families and visitors.
- Assist with access to sunscreen where required.

10.5. Students

- Take increasing responsibility for their own sun protection.
- Wear appropriate hats and clothing and apply sunscreen as required.
- Use shaded areas where possible.

10.6. Families and Visitors

- Support the school’s sun protection policy.
- Encourage and reinforce SunSmart behaviours at school events and activities

11. Definitions

Term Definition

Sun Protection Times The times of day when sun protection measures are recommended, based on daily UV forecasts for the school’s location.

UV Index (UV) A measure of the strength of ultraviolet radiation from the sun. Sun protection is required when UV levels reach 3 and above.

Peak UV Times	The period of the day when UV radiation is highest, generally between 11:00 am–3:00 pm during daylight saving and 10:00 am–2:00 pm outside daylight saving
SunSmart Behaviours	Actions that reduce UV exposure, including wearing protective clothing and hats, applying sunscreen, seeking shade, and wearing sunglasses
Broad-spectrum Sunscreen	Sunscreen that protects against both UVA and UVB radiation
SPF 50+	Sun Protection Factor indicating a high level of protection against UVB radiation when applied correctly
Protective Hat	A broad-brimmed, legionnaire, or bucket hat that shades the face, neck, and ears
Shade	Natural or built structures that reduce direct exposure to ultraviolet radiation
Duty of Care	The legal obligation of the school to take reasonable steps to ensure the safety and wellbeing of students and staff

12. Legislation

- Work Health and Safety Act 2012

13. Supporting information

13.1. Twinkl Curriculum Resource

Free sun protection curriculum resources suitable for Foundation to Year 6 to be used in classroom teaching and learning activities. Visit: [Foundation – Year 6 sun safety curriculum resources](#)

13.2. SunSmart Literature Activities

Literature resource activities for over 20 picture books with various themes related to the sun, weather, the seasons, sun protection and skin. Visit: www.generationsunsmart.com.au/sunsmart-literature-activities/

13.3. SunSmart Hat-Wearing Toolkit

Leads staff through simple steps, with useful tips and resources to reinforce current SunSmart hat-wearing behavior to reach 100% compliance or to phase out baseball caps. Visit:

<https://www.cancersa.org.au/prevention/sunsmart/sunsmart-resources/hat-wearing-toolkit>

14. Approvals

Status: Approved

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15. Contact

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