



SUNSMART POLICY

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Authorised by: **Principal**
Consultation: **School Council**
Approved by School Council: **18.03.26**

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Help for non-English speakers

If you need help to understand the information in this policy, please contact Horsham College on 5381 7100, or email horsham.co@education.vic.gov.au.

PURPOSE:

The purpose of this policy is to support sun protection behaviours at Horsham College to minimise the 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 to the end of April in Victoria)
- 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, excursions, outdoor classes, sport carnivals and yard duty. 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 day and the year (highest from mid-August to the end of April in Victoria, which covers most of the school year)
- 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 or above. Information about the daily local sun protection times is available via the SunSmart widget on the School's website homepage, the free SunSmart Global UV app, or at sunsmart.com.au, or at the Bureau of Meteorology at bom.gov.au.

Horsham College has the following measures in place for all outdoor activities during the daily sun protection times to help reduce the risk of over-exposure to UV radiation for staff and students.

Behaviour

All students and staff at Horsham College are expected to:

- wear sun protective hats during recess, lunchtime, sport, camps, excursions and other high-risk activities
- wear clothing with sleeves and collars that are made from closely woven fibre
- apply SPF 50 broad spectrum water-resistant sunscreen before outdoor activity and re-apply every two hours
- wear rash vests or t-shirts for outdoor swimming activities.

School Uniform - a school bucket hat is included as part of the school dress code and must be worn during Terms 1 and 4.

Horsham College'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), Horsham College will ensure steps are taken to encourage students to wear sun-protective clothing whenever UV levels reach 3 and above.

Physical Education and Sport - all students are to be protected from the sun during outdoor physical education and sport by the maximum use of indoor facilities and shade, by the provision of sunscreen and by the use of a hat and appropriate clothing where suitable.

Camps and Excursions - suitable hats, clothing and sunscreen should be required for all camps and excursions; with these items listed on the requirements for the activity.

Shade

Horsham College will provide sufficient options for shelter to provide shade on school grounds, particularly in places such as:

- where students congregate for lunch
- outdoor lesson areas
- popular play areas
- assembly areas.

When building works or grounds maintenance is conducted at Horsham College that may impact on the level of shading available to staff and students, a review of the shaded areas available will be conducted and updated processes communicated.

Hats

As we are a secondary school, we expect students to take responsibility for their sun safety by wearing a hat during outdoor activities and adopting other sun protection measures such as wearing sunscreen or using shade.

Students are expected to wear a school bucket hat that protects the face, head, neck and ears when outdoors. Baseball or peaked caps and sun visors are not considered a suitable alternative, as they do not protect the ears, cheeks or neck. Students who are not wearing approved protective clothing, including hats, will be directed to an appropriate shaded area protected from the sun.

School hats may also be worn for all outdoor activities outside of Terms 1 and 4, by parent, staff, or student choice.

Sunscreen

Horsham College encourages all staff and students to apply 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).

At Horsham College students are welcome to attend Administration to access sunscreen. Staff and students who may suffer from allergic reactions from certain types of sunscreens are encouraged to contact the College to implement a management plan to reduce the risk of an allergic reaction at school. Staff and families should role model SunSmart behaviour and are encouraged to apply SPF 50 broad-spectrum, water-resistant sunscreen when outside.

Sunglasses

Where practical Horsham College 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 and are supported to understand the effects of sun exposure and are encouraged to be involved in initiatives to promote and model sun protection measures to the whole school. Horsham College will address sun and UV safety education in the following ways:

- sun protection and skin cancer prevention programs are to be incorporated into the appropriate Key Learning Areas of the school curriculum
- students are to be encouraged to be actively involved in initiatives to protect the school community from over-exposure to the sun
- sun protection is to be promoted throughout the year in the Newsletter, assemblies, bulletins, meetings and whole school activities.

Staff Role Modelling and OHS

Staff are encouraged to take appropriate sun protection measures, both for their own health and to role model SunSmart behaviour to students, and to access resources, tools, and professional learning to enhance their knowledge and capacity to promote SunSmart 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, interschool sports events, and yard duty.

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

Families, students and staff are provided with information, ideas and practical strategies to support UV safety at school and at home.

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

MONITORING:

This policy will be monitored by the Leadership Team who will ensure:

- all new staff have been briefed on the SunSmart Policy
- the SunSmart Policy is included in staff meetings held in Terms 1 and 4
- sunscreen is available to students and staff at the Administration office
- SunSmart practices are promoted regularly from September to April.

COMMUNICATION:

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

- available publicly on our school's website
- reminders in our school newsletter
- hard copy available from school administration upon request.

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.](#)

REVIEW CYCLE:

This policy will be reviewed in accordance with the Policy Review Schedule