



Help for non-English speakers

If you need help to understand the information in this policy, please contact the principal or assistant principal.

PURPOSE

The purpose of this policy is to encourage behaviours at Ardeer 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 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 on and off-site, 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 from mid-August to the end of April in Victoria)
- 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). Information about the daily local sun protection times is available via the free SunSmart app, or at sunsmart.com.au or bom.gov.au.

Ardeer Primary School 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.

Shade

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

- Under shade sails over the play equipment in all yard areas
- the indoor area beside the canteen
- Covered Outdoor Learning Area

When building works or grounds maintenance is conducted at Ardeer 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.

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.

Sun protective uniform/clothing

Ardeer 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

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

Hats

During Term 1 and Term 4, all students **must** wear a school bucket hat that shades the face, neck and ears for all outdoor activities including during outdoor P.E specialist lesson whereby students will be exposed to the sun.

Staff are encouraged to wear hat styles that protect 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 will be asked to sit in a suitable area protected from the sun.

Sunscreen

Ardeer 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). Staff

Ardeer Primary School has strategies in place to remind students to apply sunscreen before going outdoors e.g. reminder notices, notices in the newsletter, verbal reminders from staff.

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

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

Sunglasses

Where practical Ardeer 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 and are supported to understand the benefits and risks of sun exposure. Ardeer Primary School will address sun and UV safety education as part of the schools start up program.

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 SPF30 (or higher) 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. Ardeer Primary School may provide information through the school newsletter and at 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.](#)

POLICY REVIEW AND APPROVAL

Policy last reviewed	September 2026
Approved by	Principal
Next scheduled review date	September 2028