Sun Protection Policy

1. Scope (audience and applicability)

This policy applies to all staff and students on all educational sites and is recommended for education and care (Child Care) services that operate on educational sites in Tasmania.

2. Purpose

The Department of Education has a duty of care to all staff, students and children while they are on educational sites, during educational site hours and while undertaking educational activities. Reasonable steps must therefore be taken to ensure the safety of staff, students and children in relation to exposure to the sun.

Over exposure to ultraviolet (UV) rays can cause sunburn, skin damage and increase the risk of skin cancer. Inappropriate sun exposure in the first 18 years of life contributes significantly to the lifetime risk of developing skin cancer.

Being SunSmart requires a year-long approach. It means using sun protection when the UV is 3 and above (usually Term 4 and Term 1), and allowing safe sun exposure for the absorption of vitamin D (usually Term 2 and Term 3).

3. Definitions

**Duty of Care**: A duty imposed by law to take care to minimise the risk of harm to another. Please refer to the department’s [Duty of Care for Students on Departmental Educational Sites Policy](#) for further information.

**Education and Care Services**: This includes outside school hour’s care, occasional care, long day care and/or family day care services.

**Educational Site/s**: This includes Tasmanian government schools, Early Childhood Intervention Centres (ECIS) and Child and Family Centres.

**Parent/s**: Includes guardian/s or other person/s having the care and control of a student or child.

**UV Index**: This index divides UV radiation levels into categories; low (1-2), moderate (3-5), high (6-7), very high (8-10) and extreme (11 and above).

- This is often presented in the shape of a bell curve to show how UV radiation levels change throughout the day – lower in the morning, highest in the middle part of the day and gradually dropping again throughout the afternoon.

4. Policy Statement

This policy aims to protect staff, students and children, as far as reasonably practicable, from the dangers of exposure to the sun.

This policy also aims to ensure both staff, students and children maintain a healthy UV balance (exposure) all year round.
5. Requirements

The senior staff members (principal, Centre Leader etc.) of the educational sites are responsible for the development and implementation of a Sun Protection Policy.

Each educational site must develop, and adhere to, a sun protection policy that is guided by the Cancer Council of Tasmania – Sun Smart Program along with departmental policy.

Under the Education and Care Services National Regulations the approved provider of an education and care services must ensure that the service has in place a policy and procedure relating to sun protection.

Educational sites, although ensuring their individual policies are consistent with the Cancer Council SunSmart Program do not require the approval/endorsement of the Cancer Council SunSmart Program for their individual Sun Protection policy.

The department encourages all educational sites to apply to the Cancer Council of Tasmania to become a SunSmart Service. This will provide educational sites with further support in the development of a Sun Protection Policy along with general awareness around sun protection for their students and children.

For guidance on the development of a Sun Protection Policy and becoming a SunSmart Service, the department encourages staff to refer to the following page.

- SunSmart Schools

The sun protection policy should include direction on the following:

- daily UV Alert Monitoring
- strategies around the use of clothing, sunscreen, hats, shade and sunglasses at school
- the provision of sunscreen by the school to ensure the duty of care for its staff and students
- consideration for the management of allergic reactions to sunscreen (i.e. encourage parents to pack child’s own sunscreen to minimise this risk)
- advice for darker skinned children
- guidance on maintaining adequate vitamin D levels
- skin cancer prevention and Vitamin D education
- staff Occupational Work Health and Safety, role modelling and education
- planning and review of the policy

Educational sites must develop their Sun Protection Policy in consultation with their community (School Associations etc.) to reflect best practice for their educational site, students, children and staff. To ensure that School Associations, committees and communities are aware of their role in this process schools are to communicate any review/development process to them.

Educational sites must inform parents about their specific Sun Protection Policy. This may be achieved through publishing the document in the educational site handbook, newsletter or social media site.

Parents should also be informed that a full copy of both the department’s and specific educational sites’ Sun Protection Policies are available for inspection at the school.
6. Risk Management

All staff on educational site are to be aware of the risks associated with the sun and sun exposure, along with the strategies to reduce these risks.

Being guided by the SunSmart UV alert, senior staff will conduct risk assessments and manage accordingly.

Educational sites should take reasonable steps to ensure that students and children adhere to the policy.

7. Associated Documents and Materials

The following documents are available from www.education.tas.gov.au (Search for the Doc ID)

- Health and Wellbeing Policy Driver (Doc ID: TASED-4-1396) [Staff access only]
- Specific Health Issues: Procedures, Information and Contacts (Doc ID: TASED-4-1777) [Staff access only]
- Duty of Care for Students on Departmental Educational Sites (Doc ID: TASED-4-4435) [Staff access only]
- Legal Issues Handbook (Doc ID: TASED-4-2645) [Staff access only]
- Procedures for Planning Off Campus Activities (Doc ID: TASED-4-1765) [Staff access only]

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