



Policy	Sun Protection Policy
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Date to be reviewed	August 2027
Endorsed by	Karl Russell - Principal

Purpose

The purpose of this policy is to encourage behaviours at Cheltenham Secondary College (SC) to minimise the risk of skin and eye damage and 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)
- 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 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 in Victoria from mid-August to the end of April)

- 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 (typically from mid-August to the end of April in Victoria). Information about the daily local sun protection times is available via the free [SunSmart app](#), or at sunsmart.com.au or bom.gov.au.

Cheltenham SC has the following measures in place to help reduce the risk of excessive UV sun exposure for staff and students.

Shade

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

- where students congregate for lunch
- the canteen
- outdoor lesson areas
- popular play 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 Cheltenham SC that may impact 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.

Sun Protective Uniform/Clothing

Cheltenham SC's uniform includes sun-protective clothing, including:

- loose, cool, closely-woven fabric
- shirts with a collar and/or high necklines
- tops with elbow-length
- longer style shorts and skirts

As we are a secondary school, we expect students to take responsibility for being SunSmart by wearing a school hat during outdoor activities or staying in the shade, if they are not wearing sunscreen.

Staff and students are encouraged to wear the Cheltenham SC cap **OR** any other generic (no logoed or brand-named) navy blue sun hat.

Sunscreen

Cheltenham SC encourages all staff and students to apply SPF50 (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 according to [manufacturer's instructions](#).

Cheltenham SC has strategies in place to remind students to apply sunscreen before going outdoors.

At Cheltenham SC students are welcome to attend Year Level Offices, Gym or Front Office to access sunscreen. Staff and students who may suffer from allergic reactions from certain types of sunscreen are encouraged 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 SPF50 (or higher) broad-spectrum, water-resistant sunscreen when outside.

Sunglasses

Where practical Cheltenham SC 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. Cheltenham SC will address sun and UV safety education as part of HPE lessons in years 7 and 9.

Staff are encouraged to access resources, tools, and professional learning to enhance their knowledge and capacity to promote SunSmart behaviour across the school community.

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 SPF50 (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.

Further Information and Resources

- [Sun and UV Protection Policy](#)
- [Duty of care](#)
- [SunSmart](#)