



## **Sun Protection Policy – Procedures and Forms**

**The following procedures and forms support implementation of the KSCS Sun Protection Policy:**

1. Sun Safe Procedure
2. Sun Protection Strategies  
Sunscreen Permission Slip – Located via Administration

# **1. Sun Safe Procedure**

- A.** Sun protection times are issued by the Bureau of Meteorology when the UV Index is forecast to reach 3 or above. At that level, it can damage skin and lead to [skin cancer](#). Sun protection will be incorporated into daily routines on these days.
- B.** The UV rating is monitored by the duty teacher and/or class teacher to determine what sun protection is required.
- C.** If the UV rating exceeds 7, outdoor activities will be modified to ensure shade coverage and minimise exposure to sun.
- D.** If the UV rating exceeds 11, outdoor excursions may be cancelled if adequate shade cannot be confirmed.
- E.** Trips to the park for Sport will be cancelled if the UV rating exceeds 11 at departure time.

## **2. Sun Protection Strategies**

### **Seek shade**

- A.** The school Board makes sure there are sufficient shelters and trees providing shade in outdoor areas: under-cover area, patio and trees.
- B.** The availability of shade is considered when planning all other outdoor activities.
- C.** Students are encouraged to use available areas of shade when outside.
- D.** Students who do not have appropriate hats or outdoor clothing are asked to remain in the patio or under-cover area.
- E.** In consultation with the school Board, shade provision is considered in plans for future buildings and grounds.

### **Slip on sun protective clothing**

- A.** Cool, loose-fitting, sun protective clothing is required to be worn each day
- B.** A t-shirt is required to be placed over thin straps prior to going out in the sun.
- C.** Students who do not have permission to wear sunscreen are required to wear long sleeve shirts, broad brimmed hats and longer pants.
- D.** Parents are contacted if student's dress does not comply with sun safe practices.

### **Slap on a hat**

- A.** All students are required to wear hats. The school recommends hats that protect student's faces, necks and ears (legionnaire, broad-brimmed or bucket hat).

### **Slop on sunscreen**

- A.** School supplied sunscreen is applied at lunch time when UV rating is higher than 3.
- B.** Students must provide their own (or higher) broad-spectrum, water-resistant sunscreen if parents do not wish to use school supplied sunscreen.
- C.** In the event that parents do not supply a sunscreen alternative, students must remain in shaded areas if outdoors on days that the UV rating is higher than 3.
- D.** School supplied sunscreen is not applied if parents have not given permission. If students do not have sun safe clothing (long sleeve shirt and pants), they will be required to stay in the shade. If this is not achievable, parents are contacted to supply sunscreen or collect their child.
- E.** Sunscreen is applied in accordance with the manufacturer's instructions.
- F.** Strategies are in place to remind students to apply sunscreen before going outdoors (e.g. sunscreen station, teacher reminders).
- G.** Monitoring of expiration dates for parent supplied sunscreen is the responsibility of the family.

### **Slide on sunglasses (if practical)**