



CARNARVON  
CHRISTIAN SCHOOL  
“Walk as Children of Light”

# SUN SMART POLICY

[Adopted June 2004]  
Reviewed 6<sup>th</sup> March, 2025

# TABLE OF CONTENTS

## Contents

TABLE OF CONTENTS .....2

1 Preamble.....3

2 Aims .....3

3 Behaviour.....3

4 Curriculum.....4

5 Environment.....4

6 Evaluation .....5

APPENDIX 1; CHECKLIST OF OBSERVATIONS / DATA TO COLLECT FOR EVALUATION  
.....6

7 Revisions and Addenda .....8

## 1 Preamble

Our **Sun Smart** Policy has been adopted to ensure that all staff and students attending Carnarvon Christian School are protected from skin damage caused by the harmful effects of ultra violet (UV) rays of the sun.

The Sun Smart Policy is to be implemented throughout the year. There is a **no hat, no play** rule **in the sun smart policy**. The sun protection practices outlined in this Policy will also be applied to all School activities including sport carnivals, excursions and camps. The Policy has been developed in consultation with parents and staff of Carnarvon Christian School.

## 2 Aims

The aims of the Policy are to promote among students, staff and parents:

- Positive attitudes towards skin protection;
- Lifestyle practices which can help reduce the incidence of skin cancer and the number of related deaths (eg: use of shade, wearing of protective clothing etc.);
- Personal responsibility for the decision-making about skin protection.

## 3 Behaviour

- Students at CCS will wear a hat which protects the face, neck and ears whenever they are outside. Students are required to wear the Carnarvon Christian School hats when outside as per our No hat, No Play rule.
- Staff are requested and encouraged to wear broad-brimmed hats when outside;
- Ensure that children **without an approved** hat are directed to play on the undercover veranda areas at all times;
- Encourage positive role modelling of sun protective behaviour by all School staff, parents and guests visiting Carnarvon Christian School.
- Encourage the daily application of **sunscreen** before school and prior to all water activities. Students will be required to apply their own sun screen before outdoor activities e.g. interschool swimming, interschool sports, lightning carnival etc.
- Encourage students to use available shade for outdoor activities and play; particularly when UV rates are high.
- Carnarvon Christian School uniform dresses and shirts have collars that also help protect students from the sun. Carnarvon Christian school also requires that students wear clothing that is sun protective (eg: rash vests for swimming etc.) as necessary.

## **4 Curriculum**

- Carnarvon Christian School has incorporated sun protection and skin cancer prevention programs into our school at all year levels which involves the students in a variety of learning activities to develop the knowledge, attitudes and skills pertinent to skin protection;
- Promote sun protection throughout the year via the School newsletters, assemblies and parent and staff meetings;
- As part of the Physical Education program Carnarvon Christian School will ensure students and staff wear hats that shade the face, neck and ears, and that they use shaded areas and indoor venues whenever possible. Marquees will be provided for School carnival days. Children may wear long sleeved shirts and trousers at a Carnival.
- The designated sport for term 1 at Carnarvon Christian School will be swimming due to the heat. During this term all other physical education will be held in the shaded area or before 10am where possible.
- Events such as assembly and group gatherings will be held in the undercover areas or in the hall where possible.

## **5 Environment**

- We ensure there is adequate provision of shade within the school grounds and staff, particularly in areas in high use areas, for example, popular play areas, where children eat lunch, canteen and outdoor lesson areas.
- We encourage staff and students to use shaded areas when outside.
- Students who do not have appropriate hats or sun protective clothing are asked to play in the shade or a suitable area protected from the sun.
- Timetable as many outdoor activities as possible, including assemblies, sport and physical education, before 10:00am and after 2:00pm unless the UV index is lower than 3. When this is not possible, activities should be scheduled as far away as possible from 12 noon;
- Ensure that adequate shade is provided for all students and staff at sporting carnivals and outdoor events;
- During periods of excessive heat, students will be encouraged to play only in shaded or covered areas at recess and lunch times. When temperatures climb above 37 degrees Celsius, children from Kindergarten to Year 4 will remain inside or in the shade areas of the school during break periods. (Teachers discretion applies for Students from Years 5 - 6)

## **6 Sunscreen**

- Sunscreen is available and accessible to staff and students in classrooms and at the school office.

- Staff will apply SPF50 sunscreen 20 minutes before going outdoors for activities eg: sports, excursions, swimming etc. If a student is allergic to SPF50 or if the student/parent/caregiver prefers a certain brand of sunscreen, the school will need to be notified and the student will need to supply a sunscreen that is preferred by them.
- Sunscreen will be stored in a cool place, out of the sun.
- The Work, Health and Safety representative will monitor the expiry date of sunscreen and discard when out of date.

## **7 Informing the school community**

- Sun protection is communicated to staff, families and visitors via newsletters, social media, assemblies, whole school activities and staff meetings.
- Families and visitors are encouraged to role model sun protection measures when attending outdoor activities.
- To support health and safety legislation, staff are required to wear sun protective hats when supervising students.
- Staff, students and visitors will act as positive role models and demonstrate SunSmart behaviour when attending school by:
  - wearing sun protective clothing
  - applying SPF 50+ broad-spectrum water resistant sunscreen
  - wearing a sun protective hat (broad-brimmed, bucket or legionnaires style)
  - using and promoting shade

## **8 Evaluation**

The Occupational Health & Safety Officer or Principal will review the effectiveness of this Policy every 3 years.

The nominated person will:

- Review the Sun Smart behaviour of students, staff, parents and visitors and make recommendations for improvement;
- Assess shade provision and usage and make recommendations for increases in shade provision;
- Update and promote curriculum material relevant to Sun Smart activities.
- The Sun Smart Policy will be made available to staff and parents and is available to view on the website or a copy can be given from the office.
- The policy is monitored regularly and reviewed every three years.
- Extract for this policy taken from Cancer Council Sun Smart Protection Policy.

<https://www.generationsunsmart.com.au/resources/policy-sun-protection-policy-for-schools-sample/>

**APPENDIX 1; CHECKLIST OF OBSERVATIONS / DATA TO COLLECT FOR EVALUATION**

<b>A. REVIEWING SUNSMART BEHAVIOURS</b>		
1. Use of wide brimmed hats?		
	RESULTS	ACTION RECOMMENDED
Staff;		
Students;		
Parents;		
2. Use of Sunscreen? [Random survey of 6-10 people]		
Staff;		
Students;		
Parents;		
3. Use of skin protective clothing? [Random survey of 6-10 people]		
Staff;		
Students;		
Parents;		
4. Is there sufficient Sunscreen available for student use in each classroom should students want to apply it?		
JP		
MP		
UP		
5. Is the 'No Hat No Play Rule' being actively enforced?		
K		
JP		
MP & UP		
<b>B. ASSESSING AMOUNT OF SHADE AVAILABLE</b>		
1. How many large areas of shade are present for students at a] recess & b] lunchtime in each area & C]is it sufficient for the number of students?		
K	A]                          C]	
JP	A]                          B]                          C]	
MP&UP	A]                          B]                          C]	
2. How many Marquees or temporary shelters are available for outdoor functions and is this a sufficient number for the number of students?		
Marquees		
Large umbrellas		

3. What condition are these in & will they need replacing soon?		
<b>C. CURRICULUM MATERIALS IN USE</b>		
1. Is each area of the school using current curriculum that promotes sun safety awareness?		
K		
JP		
MP		
UP		
2. What curriculum materials are in use & do stocks need increasing/ updating?		
K		
JP		
MP		
UP		
3. Are any information sheets/ activities included in school newsletters/ website at all?		
Newsletters		
Website		
ANY .FURTHER COMMENTS;		
SIGNED; _____		DATE; _____

# Carnarvon Christian Parent Controlled School Association (Inc)

## 7 Revisions and Addenda

<b>Revision Date</b>	<b>Clauses Affected</b>	<b>Page Number</b>	<b>Operative Date</b>
06/2004	Adopted Sun Smart Policy		June 2004
11/2011	Reviewed – no changes		
May 2014	Reviewed by Sun Smart		
5/06/2014	5. Environment	Pg. 4	
29/04/2016	Minor word changes	Whole document	Immediately Board Approval
12/03/2018	Children can wear long sleeved shirt and trousers at a carnival. Review with Sun Smart	Curriculum	Reviewed by Principal
09/2019	Reviewed – no changes		Principal next review 2021
03/2021	Full document review no changes		Rachael Smith
18/10/2023	Full document review	Nil	Review October 2025
06/03/2025	Remove review dates etc of front page and put in this register Added informing the school Added sunscreen points	Front page Page 4 Page 5	Toni Radcliffe/Stella Jinman