



# Sun Protection Policy

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Region: AU

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| <b>Policy author</b><br>Director of Operations                        | <b>Reviewed by:</b><br>Director of Global Risk and Compliance                             | <b>Endorsed by:</b> Education<br>19/06/2026                               |
|                                                                       |                                                                                           | <b>Approved by:</b> OneSchool<br>Global [Region] Board on<br>[DD/MM/YYYY] |
| <b>Local Document Code</b><br>(if applicable)<br>XXXXXXX              | <b>Associated documents</b><br><a href="#">POL_AU_OP_Student Uniform &amp; Dress Code</a> |                                                                           |
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## 1. POLICY STATEMENT

OneSchool Global is committed to the protection and wellbeing of all students whilst participating in school activities both during and outside school hours.

Staff have responsibility for building and maintaining a child safe environment. This responsibility extends to the identification and timely response to all concerns with regard to the safety of any student of OneSchool Global.

The sun's Ultraviolet (UV) radiation is a recognised workplace and student health hazard and is classified as a Group 1 carcinogen. Australia has one of the highest rates of skin cancer in the world. Research indicates that childhood sun exposure is an important contributing factor to the development of skin cancer later in life. By the age of 15 many children have developed irreversible skin damage from exposure to the sun. As students are at school during times when UV radiation levels are highest, schools play a major role in creating a supportive environment that minimises exposure and encourages sun protective behaviours.

Practising sun protection in early childhood and adolescence could prevent many skin cancers.

## 2. PURPOSE

Our Sun Protection policy has been adopted because OneSchool Global have a duty of care to provide a safe environment for students and staff and this includes ensuring that all students, staff and visitors attending our schools are protected from skin damage caused by UV radiation from the sun.

This policy applies year-round, in all campuses and must be implemented whenever the UV index is 3 or above, in accordance with current scientific evidence and regulatory guidance.

The sun protection practices outlined in this policy will be applied to all school activities, including sports carnivals and excursions. The policy has been developed in consultation with the whole school community.

### 3. DEFINITIONS

| Term                                | Definition                                                                                                                                                                                                           |
|-------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Skin cancer</b>                  | Out-of-control growth of abnormal cells in the outermost skin layer, caused by unrepaired cell damage that triggers mutation which can lead to the formation of malignant tumours.                                   |
| <b>Ultraviolet (UV) Index (UVI)</b> | A standard international measure of the strength of sunburn producing UV radiation. Sun protection requires when the UVI is 3 or above.                                                                              |
| <b>Sun protection</b>               | This means wearing suitable clothing, approved hats, (following the Cancer Council recommendations), sunscreen with a rating of SPF 50+, and sunglasses. It is also important to seek shade or shelter from the sun. |
| <b>SPF 50+</b>                      | Rating of sunscreen as a Sun Protection Factor.                                                                                                                                                                      |
| <b>SunSmart Program</b>             | An Australian program dedicated to reducing skin cancer incidence.                                                                                                                                                   |

### 4. AIM OF THE POLICY

- 4.1 Increase staff, student and community awareness of skin cancer and UV exposure risks
- 4.2 Assist students to develop strategies which encourage responsible decision making about skin protection.
- 4.3 Provide a safe learning and working environment in accordance with WHS legislation.
- 4.4 Encourage, students, parents, teachers, and staff to wear approved sun protective clothing, hats, and sunscreen when the UVI is 3 or above.
- 4.5 Support duty of care requirements.
- 4.6 Incorporate sun protection principles into the curriculum at age-appropriate levels (e.g. PDHPE, Health, Science) to support student understanding of UV risk and protective behaviours.

### 5. IMPLEMENTATION

#### 5.1 Sun Protection Requirements

Sun protection practices are to be applied as follows:

- 5.1.1 Term 1 and Term 4: All students are required to wear an approved sun protective hat whenever outdoors.
- 5.1.2 Term 2 and Term 3: Sun protection measures are mandatory when the UV Index is 3 or above.

When sun protection is required, all staff, students and visitors must adopt sun safe behaviours to minimise the harmful effects of UV exposure, including the use of approved hats, sunscreen, protective clothing and shade. These requirements apply to all school activities, including outdoor learning, sports, excursions and events.

5.2 These practices will be applied to all school activities including sports, and excursions. These requirements apply year-round in accordance with the term-based and UV-based approach outlined above.

### 5.3 WHS Risk Assessment

Documented sun exposure risk assessments are mandatory for:

5.3.1 Excursions and camps

5.3.2 Sports carnivals

5.3.3 Extended outdoor activities exceeding 30 minutes

5.3.4 Risk assessments must consider:

5.3.4.1 UV Index forecasts and duration of exposure

5.3.4.2 Time of day

5.3.4.3 Availability of shade

5.3.4.4 Heat conditions

5.3.5 Personal protective equipment (PPE) and administrative controls

### 5.4 PPE and Sunscreen Requirements

5.4.1 SPF 50+ broad spectrum sunscreen must be provided and readily accessible

5.4.2 Students and staff must be reminded to apply sunscreen at least 20 minutes before outdoor exposure and to reapply every two hours, or more frequently if sweating

5.4.3 Approved sun protective hats must meet Cancer Council or SunSmart standards (broad-brimmed, bucket or legionnaire styles). Peaked caps, visors and beanies are not considered compliant.

Where non-compliant items currently form part of the uniform, campuses will manage this through a phased transition in line with future uniform updates and communication to families.

5.4.4 Sun protective clothing should cover as much skin as practicable, including tops with collars and longer-style sleeves, longer-style shorts, dresses and skirts, and rash vests or t-shirts for water-based activities. Sun protection requirements will be considered as part of any school uniform review.

5.4.5 Where practicable, students and staff are encouraged to wear close-fitting, wrap-around sunglasses that meet AS/NZS 1067:2016 (lens category 2, 3 or 4).

5.4.6 Sunscreen used must be SPF 50+, broad-spectrum and water-resistant, and stored in accordance with manufacturer instructions and within its expiry date.

Daily local UV levels and sun protection times will be checked each morning using the SunSmart Global UV app, SunSmart widget or Bureau of Meteorology forecast, and communicated through the campus Daily Team Meeting / Daily Organisation routine.

This information will determine whether sun protection measures are required on that day (particularly during Term 2 and Term 3) and inform playground duties and outdoor activity planning.

5.4.7 Where reasonably practicable, outdoor activities will be planned and scheduled to minimise exposure during peak UV periods (typically 10am to 3pm).

## 5.5 Extreme UV and Heat Escalation

When the UV Index is 8 or above and/or during declared extreme heat conditions:

5.5.1 Outdoor activities must be modified, reduced, rescheduled or relocated indoors where reasonably practicable

5.5.2 Additional shade, hydration opportunities and rest breaks must be provided

5.5.3 High-risk activities may be postponed or cancelled following a campus-level risk assessment.

Campus Principals retain discretion to modify, restrict or cancel outdoor activities based on local UV levels, heat conditions and overall risk

## 5.6 Roles and Responsibilities

### 5.6.1 Campus Administration

5.6.1.1 Maintain on site adequate supplies of SPF 50+ sunscreen for all staff and students

5.6.1.2 Shall have an appropriate hat available as part of the school uniform for students.

5.6.1.3 Ensure shade infrastructure is available, suitable and maintained

5.6.1.4 Strategies are in place to remind students to apply sunscreen before going outdoors e.g. reminder notices, Sun Smart posters.

5.6.1.5 Ensure required risk assessments are completed, documented and retained

### 5.6.2 All Staff

5.6.2.1 Always model sun safe behaviour.

5.6.2.2 As role models, staff are expected to wear approved sun protective PPE as specified in this policy.

5.6.2.3 Where appropriate, educate, raise awareness and promote a sun safe school environment when dealing with students.

5.6.2.4 Are expected to promote the use of quality shade areas.

5.6.2.5 Are expected to put strategies in place to remind students to apply sunscreen before going outdoors (e.g. reminder notices, sunscreen monitors, sunscreen buddies).

5.6.2.6 Are expected to put strategies in place to remind students to wear hats and sun protective clothing.

### 5.6.3 All Students

5.6.3.1 It is a mandatory expectation that students wear an approved sun protective hat (as defined in this policy) whenever required under the Sun Protection Requirements.

This includes:

- a. At all times outdoors in Term 1 and Term 4, and
- b. During Term 2 and Term 3 when the UV Index is 3 or above

No hat – no participation or play applies when sun protection is required.

5.6.3.2 When appropriate, wear suitable protective clothing and apply sunscreen.

5.6.3.3 Are expected to use shaded areas where possible.

5.6.3.4 Strategies are in place to remind students to apply sunscreen before going outdoors (e.g. reminder notices, sunscreen monitors, sunscreen buddies).

### 5.6.4 Visitors

5.6.4.1 Are encouraged to comply with the requirements of this policy

## 6. INDIVIDUAL CONSIDERATIONS

Where students or staff require accommodations for medical reasons (including photosensitivity, sunscreen ingredient allergies, or skin conditions), or for cultural or religious reasons, alternative arrangements will be made in consultation with the individual and, where applicable, their family. Parental consent will be obtained before sunscreen is applied to younger students, and alternative sunscreen products will be made available where reasonably practicable to address known sensitivities. The school recognises the need to balance UV protection with the role of safe, incidental sun exposure in maintaining adequate Vitamin D levels, and will follow current Cancer Council guidance on this balance.

## 7. MONITORING AND REVIEW

Compliance with this policy will be monitored through campus audits, WHS reviews and incident reporting processes.

This policy will be reviewed every one to two years, or earlier if there are changes to legislation, guidance, or following a significant incident or risk review.

Where available, OneSchool Global campuses will seek and maintain SunSmart Schools program recognition through the relevant state or territory Cancer Council, and will engage with Cancer Council policy review services to support ongoing alignment with current evidence-based guidance.

## 8. VERSION CONTROL

| Document Code                  | Date         | Version No. | Nature of change                  |
|--------------------------------|--------------|-------------|-----------------------------------|
| POL_AU_WHS_Sun Protection.#1.0 | 19/02/21     | 1.0         | New National Policy               |
| POL_AU_WHS_Sun Protection.#1.1 | January 2024 | 1.1         | Minor changes.                    |
| POL_AU_WHS_Sun Protection.#2   | April 2026   | 2.0         | Reviewed with changes and updates |

## 9. CHANGE MANAGEMENT CONSIDERATIONS

### 9.1 Communication and awareness

9.1.1 Final policy uploaded to the Hub

9.1.2 Key changes called out in the Weekly Update

9.1.3 A brief discussion at a Fortnightly Education Meeting to ensure alignment across regions

### 9.2 Campus implementation

9.2.1 COAs included as key informants, given they'll be central to sourcing sunscreen, supporting excursion risk assessments and helping drive implementation at campus level

9.2.2 Adding the daily UV rating to the Daily Team Meeting / Daily Organisation document, so it's a regular consideration in daily planning (playground duties, outdoor activities, etc.)

9.2.3 Potentially a standard sun exposure risk template for excursions in Sentral, to save time for COAs and support consistency across campuses

### 9.3 Supporting resources

9.3.1 A short campus checklist or guidance document to sit alongside the policy, providing practical prompts to support implementation without adding extra detail into the policy itself