



Help for non-English speakers

If you need help to understand this policy, please contact our administration team on 51341793.

PURPOSE

The purpose of this policy is to support sun protection behaviours at Morwell Park Primary to minimise the risk of health problems from sun overexposure, including 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 – 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 day and the year (highest from mid-August to the end of April in Victoria, which covers most of the school year)
- 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 or above. Information about the daily local sun protection times is available via the [SunSmart widget](#) on the school's

website/intranet, the free [SunSmart Global UV app](#), or at sunsmart.com.au, or at the Bureau of Meteorology at bom.gov.au.

Morwell Park Primary has the following measures in place for all outdoor activities during the daily sun protection times to help reduce the risk of over-exposure to UV radiation for staff and students.

Shade

Morwell Park Primary School will provide sufficient options for shelter and trees to provide shade on school grounds, particularly in places such as:

- where students congregate
- the canteen shelters
- popular play areas
- assembly areas (gym)
- gym

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 Morwell Park Primary School that may impact on 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

Morwell Park Primary recommends that from mid-August to end of April, and whenever UV levels reach 3 and above, students come to school wearing sun-protective clothing such as:

- loose, cool, closely woven fabric
- shirts with a collar and/or high necklines
- tops with elbow length or long sleeves
- longer style shorts and skirts
- rash vests or t-shirts for outdoor swimming activities.

During Term 1 and Term 4, all students **must** wear a sun protective hat that shades the face, neck and ears for all outdoor activities. Hats may also be worn for all outdoor activities outside of the Term 1 and Term 4 time period, by parent or student choice.

Staff and students are encouraged to wear hat styles that protect the face, neck and ears when outdoors, for example broad-brimmed, legionnaire or bucket.

Students are required to wear a school hat or another hat style that protects the face, neck and ears when outdoors, for example broad-brimmed, legionnaire or bucket. Students who are not wearing appropriate protective clothing or a hat may be asked to play in the shade or in a suitable area protected from the sun.

Sunscreen

Morwell Park Primary encourages all staff and students to apply SPF50 or SPF50+ 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 2 hours (or more frequently if sweating or swimming).

Morwell Park Primary School students are welcome to attend first aid room to access sunscreen. Staff and students who may suffer from allergic reactions from certain types of sunscreen are encouraged to contact OH+S Officer 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 SPF 50 or SPF50+ broad-spectrum, water-resistant sunscreen when outside.

Sunglasses

Where practical Morwell Park Primary School 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. They are supported to understand effects of sun exposure and are encouraged to be involved in initiatives to promote and model sun protection measures to the whole school. Morwell Park Primary will address sun protection and UV safety education.

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 SPF50+ 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.

Families, students and staff are provided with information, ideas and practical strategies to support UV safety at school and at home. Morwell Park Primary may provide information through newsletters, noticeboards, school website, school assemblies.

COMMUNICATION

This policy will be communicated to our school community in the following ways:

- Reminders in our school newsletter
- Hard copy available from school administration upon request

FURTHER INFORMATION AND RESOURCES

- the Department's Policy and Advisory Library:
 - [Sun and UV Protection Policy](#)
 - [Heat Health](#)
 - [Outdoor Activities and Working Outdoors](#)
 - [Risk Management – Schools](#)
 - [Shade Sails](#)
 - [Student Dress Code](#)
- [SunSmart and Cancer Council Victoria.](#)
 - [Primary schools free education resources, sample policies and information about the free SunSmart Schools Program.](#)
 - [Secondary schools free education resources and sample policies.](#)
 - [Sunscreen reactions.](#)

The [Healthy Schools Achievement Program](#)'s Sun Protection health priority area

POLICY REVIEW AND APPROVAL

Policy last reviewed	October 2025
Approved by	School Council – October 2025
Next scheduled review date	October 2026