

# **The Grange School**

## **Sun Protection policy**

**May 2016**

**To be reviewed May 2019 or sooner if required**



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We believe this policy relates to the following legislation:

- Health and Safety at Work Act 1974
- Workplace (Health Safety and Welfare) Regulations 1992
- Management of Health and Safety at Work Regulations 1999
- Safeguarding Vulnerable Groups Act 2006
- Children and Families Act 2014

The following documentation is also related to this policy:

- Keeping Children Safe in Education: Statutory Guidance for Schools and Colleges (DfE)
- Sun Protection (HSE)
- Working Together to Safeguard Children: A Guide to Inter-agency Working to Safeguard and Promote the Welfare of Children

We are aware that skin cancer is one of the most common cancers in the United Kingdom, that most skin cancers are caused by UV radiation from the sun and that sunburn in childhood can double the chance of skin cancer in later life.

We believe we have a duty to ensure the safety of pupils and school personnel from the harmful ultraviolet rays in sunlight during the school day by making them aware of the need of protection from the sun. We aim to develop a working and learning environment that will enable pupils and school personnel to stay safe in the sun.

We actively encourage school personnel to keep covered up especially at lunch time when the sun is at its hottest, to use sunscreen Sun Protection Factor 15, to stay in the shade, wear a hat, drink plenty of water and to check their skin regularly.

We wish to work closely with the School Council and to hear their views and opinions as we acknowledge and support Article 12 of the United Nations Convention on the Rights of the Child that children should be encouraged to form and to express their views.

We believe it is essential that this policy clearly identifies and outlines the roles and responsibilities of all those involved in the procedures and arrangements that is connected with this policy.

### **Aims**

- To create a working and learning environment that provides sun safety for pupils and school personnel.
- To ensure that pupils, school personnel and parents are aware of the protection procedures for sun safety.
- To ensure compliance with all relevant legislation connected to this policy.

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- To work with other schools and the local authority to share good practice in order to improve this policy.

### **Responsibility for the Policy and Procedure**

#### **Role of the Governing Body**

The Governing Body has:

- appointed a member of staff to be responsible for Health and Safety;
- delegated powers and responsibilities to the Headteacher to ensure all school personnel and visitors to the school are aware of and comply with this policy;
- delegated powers and responsibilities to the Principal to ensure that sun safety procedures are in place;
- provided funding for the purchase of adequate sun safety resources;
- responsibility for ensuring this policy and all policies are maintained and updated regularly;
- make effective use of relevant research and information to improve this policy;
- responsibility for ensuring all policies are made available to parents;
- responsibility for the effective implementation, monitoring and evaluation of this policy.

#### **Role of the Principal**

The Principal in collaboration with parents and governors will:

- inform pupils of the need for sun safety by including it in the curriculum and through assemblies;
- purchase adequate sun safety resources and keep up to date with new developments and resources;
- periodically communicate with the school community via newsletters and the school website of the need for sun safety;
- provide leadership and vision;
- make effective use of relevant research and information to improve this policy;
- provide guidance, support and training to all staff;

#### **Role of the Coordinator**

The Health and Safety Representative will:

- carry out regular inspections of premises and school activities;
- assist in carrying risk assessments;
- investigate potential hazards, employee complaints, accidents and dangerous occurrences;
- make representation to employers and others on health and safety matters arising;
- provide information and guidance to school personnel;
- lead the development of this policy throughout the school;
- work closely with the Principal and the nominated governor;
- make effective use of relevant research and information to improve this policy;

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- provide guidance and support to all staff;
- provide training for all staff on induction and when the need arises regarding;
- keep up to date with new developments and resources;
- review and monitor;

### **Role of the Nominated Governor**

The Nominated Governor will:

- work closely with the Principal and the coordinator;
- ensure this policy and other linked policies are up to date;
- ensure that everyone connected with the school is aware of this policy;
- attend training related to this policy;
- report to the Governing Body every meeting;

### **Role of School Personnel**

School personnel must:

- comply with this policy;
- attend training sessions on the importance of sun safety;
- include sun safety into their PSHE curriculum planning;
- hold outdoor activities in shaded areas when appropriate;
- encourage pupils to use shaded areas during breaktimes, lunchtimes, sporting activities and educational visits;
- encourage pupils to drink more water in hot weather;
- encourage pupils to wear appropriate clothing for sun protection;
- encourage pupils to apply sunscreen before they come to school;
- lead by example and wear appropriate clothing for sun protection;
- be aware of all other linked policies;
- maintain high standards of ethics and behaviour within and outside school and not to undermine fundamental British values;
- work in partnership parents and carers keeping them up to date with their child's progress and behaviour at school;

### **Role of Parents**

Parents must:

- be aware of this policy;
- provide appropriate sun protection clothing for their children such as wide-brimmed or legionnaire style hats and school uniform tops that cover their shoulders;
- be encouraged to apply to their children high factor sunscreen before school;
- show their children how to apply sunscreen themselves during the school day;
- be encouraged to attend sun safety workshops;
- be encouraged to speak to their children about the importance of sun safety;

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- be asked to take part periodic surveys conducted by the school;

#### **Role of Pupils**

Pupils must:

- be aware of the importance of sun safety;
- wear sun protection head wear and clothing;
- be encouraged to use shady areas of the school grounds;
- bring to school their own clearly labelled water bottle and drink more water in hot weather;
- be able to apply high factor sunscreen;
- listen carefully to all instructions given by the teacher;
- ask for further help if they do not understand;

#### **Raising Awareness of this Policy**

We will raise awareness of this policy via:

- the school website
- meetings with parents such as introductory, transition, parent-teacher consultations and periodic curriculum workshops
- school events
- meetings with school personnel
- communications with home such as weekly newsletters
- reports such annual report to parents and Headteacher reports to the Governing Body