



Sun Protection Policy / Guidelines

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The guidelines are based on national best practice. We strongly advise that schools using these guidelines take the time to consider and personalise the information to

accurately reflect the needs and practices of their school. This will ensure that the guidelines are meaningful (e.g. provision and use of shade, hats and uniforms, timetabling and sunscreens etc).

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To be completed by Denbighshire Education and Children's Services:

Document developed by	Paula Roberts
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1. Aim of this document

- 1.1 This document aims to protect pupils and staff from the risks associated with exposure to the sun, particularly during the summer months.
- 1.2 Best practice principles for sun protection have been considered which are: timetabling of activities, spending time in the shade and covering up with suitable clothing (including a wide brimmed hat), as well as the use of sunscreen (see 2.1).

2. Development of this document

- 2.1 This document is based on the 2016 National Institute for Health and Care Excellence guidance (NICE) – Sunlight Exposure: Risks and Benefits; British Association of Dermatologists guidelines on sunscreen and sun safety and Cancer Research UK SunSmart guidelines for schools.
- 2.2 The document was developed by Denbighshire County Council. As part of a consultation process, feedback was sought from schools, Education and Children's Services Officers, health professionals, Public Health Wales and Unions.
- 2.3 This document has been personalised to reflect ways of working at PHS

3. Why this document is needed

- 3.1 Studies have found that sunburn during childhood is strongly associated with an increased risk of skin cancer later in life. The damage may not be seen immediately because skin cancer can take years to develop, but children who are over-exposed to the sun now are storing up problems for the future (Cancer Research UK).
- 3.2 In the UK, sunlight is strongest between 11am and 3pm between March and October (NICE, 2016).

4. Implementation – COLLABORATION

Working with governors, parents/carers and the wider community is key to reinforcing awareness about sun safety and to promote a healthy school.

- 4.1 Ensure parents/carers are made aware of the sun protection guidelines at the start of every school year and anticipated periods of sunny weather/high UV index, and request their support in protecting their child(ren) against sun damage. Send a standard letter, [appendix 1](#).
- 4.2 Encourage parents/carers to inform the school of sunburn thought to have been sustained at school or home ([appendix 1](#)). Keep a record of children arriving at school with sunburn to ensure their safety.
- 4.3 Make opportunities available for parents/carers, governors and staff to feedback any concerns or difficulties with the implementation of these guidelines, to review and update them for the following year, and to monitor effectiveness ([appendix 1](#)).

5. Implementation - EDUCATION AND ROLE MODELLING

Learning about sun safety can increase knowledge and influence behaviour by:

- 5.1 Incorporating sun protection related activity into the curriculum at the start of the summer term (for example using resources from charities such as SunSmart resources and visits from Tenovus).
- 5.2 Making all staff made aware of the school sun protection guidelines (state how, e.g. in a staff meeting) and the importance of implementing all measures.
- 5.3 Ensuring that staff supervising the application of sunscreen are aware of how it is applied and the amounts needed to be effective (see 6.4).
- 5.4 Regularly reinforcing and promoting these guidelines to the whole school community. For example: in school assemblies, on the school website, in newsletters, posters, staff discussions, parent meetings and new staff induction.
- 5.5 Staff role-modelling sun safety to pupils, by encouraging staff to wear a sun protective hat, wearing cover up clothing and sunglasses, seeking shade whenever possible and applying sunscreen.

6. Implementation – PROTECTION

Skin should be protected from strong sunlight by an adjustment to timetabling, seeking shade, covering up with suitable clothing and using sunscreen. Sunscreen is not an alternative to these, but it does offer additional protection.

6.1 Time-tabling

During anticipated periods of sunny weather/high UV index,

- 6.1.1 Outdoor activities to be scheduled between 9am and 11am where possible.
- 6.1.2 However, if outdoors between 11am and 3pm consider the ability to reschedule for another time if possible to do so. If not:
 - a. Provide shade for children and encourage its use; and
 - b. Encourage pupils to re-apply sunscreen during the school day (see 6.4).

6.2 Shade

Providing an environment that enables pupils and staff to stay safe in the sun through the provision and use of shade.

- 6.2.1 Carry out an annual shade review of the school grounds, to address poor shade areas, and put measures in place to ensure shade for all children outdoors (e.g. pop up shade structures might be purchased).

During anticipated periods of sunny weather/high UV index,

- 6.2.2 All children outdoors between the hours of 11am and 3pm to have shade sufficient that they may all play in the shade, this includes the use of inside the school building.
- 6.2.3 Staff encourage children to play in the shade if outside between 11am and 3pm or to remain inside the school building where there are recreational areas for them to use.

6.2.4 Seating areas and play areas placed in shade where possible.

6.2.5 Provide access to indoor areas of the school where possible.

6.3 Clothing

During anticipated periods of sunny weather/high UV index,

6.3.1 Pupils are to seek shelter in areas of the school which are shaded or inside the school building where recreational areas are provided to keep out of the sun. Hats are not part of the school uniform and will not be permitted for use.

6.3.2 We will allow sunglasses to be worn at break and lunchtime. An announcement for the school to permit sunglasses will be made after advice from the Met Office and DCC.

6.3.3 Aim for loose, long-sleeve shirts to allow pupils to cover up but will also help to keep cool.

6.4 Sunscreen

Sunscreen should be used together with clothing and shade to protect the skin from sun damage, and should never be used to extend time in the sun (Cancer Research UK).

Information about sunscreen (adapted from NICE 2016 and British Association of Dermatologists)

- Sunscreen is **not** an alternative to covering up with suitable clothing and seeking shade, but it can offer additional protection when applied to parts of the body that cannot be covered.
- Recommended: sunscreen with **at least SPF15** for UVB protection and **at least 4 star** for UVA protection.
- If sunscreen is applied too thinly, the amount of protection it gives is reduced.
- The recommended amount for the average adult is:
 - 6 to 8 teaspoons
 - This is: more than half a teaspoon to each arm, and face/neck; more than one teaspoon to each leg, front of body and back of body (if not covered).
- Sunscreen needs to be reapplied liberally and frequently to remain effective because it rubs off, sweats off, washes off.
- Regardless of claims, once daily sunscreens also need to be applied frequently.
- Water resistant sunscreen is needed if sweating or contact with water is likely.
- Check the expiry date of sunscreen, as it becomes less effective over time.
- Video on the application of sunscreen: <https://www.nhs.uk/video/pages/how-to-apply-sunscreen.aspx>

During anticipated periods of sunny weather/high UV index,

6.4.1 Provide parents/carers with information on type of sunscreen and its application (**appendix 1**).

6.4.2 Ask parents/carers to apply sunscreen to their child before coming to school.

6.4.3 Ask parents/carers to provide their child with sunscreen to bring to school (labelled).

6.4.4 Encourage pupils to re-apply sunscreen during the school day, with supervision where appropriate (for example very young children or pupils with additional learning needs).

6.4.5 Parent/carer consent will be sought for staff to apply sunscreen to pupils' that are unable to apply sunscreen themselves e.g. due to a disability.

7. Review

7.1 Denbighshire will review their guidelines annually and will consider any changes in national guidance and any feedback made available from schools and partners. This should be used to review the school guidelines and practices.

8. References

British Association of Dermatologists (2013). Sunscreen and sun safety factsheet © <http://www.bad.org.uk/shared/get-file.ashx?id=3917&itemtype=document>

British Photodermatology Group Position Statements on Sun Awareness and Safety. <http://www.bad.org.uk/for-the-public/sun-awareness-campaign/british-photodermatology-group-position-statements>

Cancer Research UK (2012). Sun Protection Policy Guidelines for Primary Schools. https://www.cancerresearchuk.org/sites/default/files/sunsmart_sun_protection_policy_guidelines_for_primary_schools.pdf

National Institute for Health and Care Excellence guidance (2016). Sunlight Exposure: Risks and Benefits. NG34. <https://www.nice.org.uk/guidance/ng34>

Appendix 1: page 1 – example parent/carer letter to send out in the summer term

Dear Parent/Carer,

Re: sun protection guidelines

We would like to share some information about our sun protection guidelines which are based on national best practice. These are the skin cancer prevention messages recommended by SunSmart (Cancer Research UK):

- S** Stay out of direct sunlight between 11am and 3pm
- M** Make sure you never burn
- A** Always cover up exposed skin
- R** Remember to take extra care with children
- T** Then use at least factor 15+ sunscreen*

The sun's rays are particularly strong over the summer and they can damage children's skin. Sadly, this can lead to skin cancer in later life. Your child's health and well-being are very important to us, which is why we:

- Include sun protection related activity in the curriculum
- Encourage pupils to play in the shade or inside the school building in designated recreational areas
- Try to reduce the number of outdoor activities where possible outside of 11am and 3pm; or in the shade

Your support is important and you can help us by:

- Talking to your child about the importance of sun protection
- Applying sunscreen to your child before school*
- Sending your child to school with a bottle of sunscreen labelled with their name*
- Reporting to school any sunburn that you think may have been sustained at school or at home.

Information about sunscreen (adapted from NICE 2016 and British Association of Dermatologists)

Sunscreen should be used together with clothing and shade to protect the skin from sun damage, and should never be used to extend time in the sun (Cancer Research UK).

- Sunscreen is **not** an alternative to covering up with suitable clothing and seeking shade, but it can offer additional protection when applied to parts of the body that cannot be covered.
- Recommended: sunscreen with **at least SPF15** for UVB protection and **at least 4 star** for UVA protection.
- If sunscreen is applied too thinly, the amount of protection it gives is reduced.
- The recommended amount for the average adult is:
 - 6 to 8 teaspoons
 - This is: more than half a teaspoon to each arm, and face/neck; more than one teaspoon to each leg, front of body and back of body (if not covered).
- Sunscreen needs to be reapplied liberally and frequently to remain effective because it rubs off, sweats off, washes off.
- Regardless of what is claimed, once daily sunscreens also need to be applied frequently.
- Water resistant sunscreen is needed if sweating or contact with water is likely.
- Check the expiry date of sunscreen, as it becomes less effective over time and will expire.
- Video on the application of sunscreen: <https://www.nhs.uk/video/pages/how-to-apply-sunscreen.aspx>

Appendix 2: SunSmart Protection Guidelines Checklist (to be implemented in the summer term)

COLLABORATION	Achieved	Reasons not achieved	Other comments/ feedback/evidence
Parents/carers made aware of sun protection guidelines at start the start of the year (e.g. letter appendix 1), and a request for their support in protecting their child(ren) against sun damage. (e.g. letter, appendix 1).			
Reminders via Twitter, text, letters etc during periods of anticipated sunny weather			
Encourage parents/carers to inform the school of sunburn thought to have been sustained at school or home (appendix 1). Keep a record of children arriving at school with sunburn to ensure their safety.			
Opportunities available for parents/carers, governors and staff to feedback any concerns or difficulties with the implementation of these guidelines (e.g. letter appendix 1).			
EDUCATION	Achieved	Reasons not achieved	Other comments/ feedback/evidence
Sun protection related activity incorporated into the curriculum at the start of the summer term (for example using resources from charities such as SunSmart resources and visits from Tenovus).			
All staff made aware of the school sun protection guidelines (e.g. in a staff meeting) and the importance of implementing all measures.			
Staff supervising the application of sunscreen are aware of how it is applied and the amounts needed to be effective (see 6.4).			
Sun safe guidelines regularly reinforced to the whole school community. For example: in school assemblies, on the school website, in newsletters, posters, staff discussions, parent meetings and new staff induction.			
Staff role-model sun safety to pupils, e.g. encouraged to wear a sun protective hat, wearing cover up clothing and sunglasses, seeking shade whenever possible and applying sunscreen.		School does not permit the use of hats as this is not part of the school uniform	
PROTECTION	Achieved	Reasons not achieved	Other comments/ feedback/evidence
Time-tabling during anticipated periods of sunny weather/high UV index			
Outdoor activities scheduled between 9am and 11am where possible or in the shade			
If outdoors between 11am and 3pm consider the ability to reschedule for another time if possible to do so. If not: <ul style="list-style-type: none"> a. Provide shade for children and encourage its use; b. Ask all pupils with hats (that cover the face, neck and ears as a minimum) to wear them when outside; and c. Encourage pupils to re-apply sunscreen during the school day (see 6.4). 		School does not permit the use of hats as this is not part of the school uniform	

PROTECTION Shade during anticipated periods of sunny weather/high UV index	Achieved	Reasons not achieved	Other comments/ feedback/evidence
Annual shade review of the school grounds, to address poor shade areas, and put measures in place to ensure shade for all children outdoors (e.g. pop up shade structures might be purchased).			
All children outdoors between 11am and 3pm will have shade sufficient that they may play in the shade			
Staff encourage children to play in the shade if outdoors between 11am - 3pm			
Seating areas and play areas are in the shade (where possible)			
Provide access to indoor areas of the school where possible			
PROTECTION Clothing	Achieved	Reasons not achieved	Other comments/feedback/ evidence
Parents/carers asked to provide their child with a hat that protects the face, neck and ears as part of summer uniform when outside. Children encouraged to wear them when outside.		School does not permit the use of hats as this is not part of the school uniform	
School has a supply of spare hats available for those without.			
Parents/carers asked to provide their child with sunglasses. All pupils will be encouraged to wear them (if made available by their parents/carers).			
Aiming for loose, long-sleeve, close weave tops as part of future summer uniform			
PROTECTION Sunscreen	Achieved	Reasons not achieved	Other comments/ feedback/evidence
Parents/carers receive information on the types of sunscreen (appendix 1)			
Parents/carers asked to apply sunscreen to their child before school.			
Parents/carers asked to provide their child with sunscreen to bring to school (labelled).			
Pupils encouraged to re-apply sunscreen during the school day (supervision where appropriate, e.g. very young children or children with ALN)			
Parent/carer consent sought for staff to apply sunscreen to pupils' that are unable to apply sunscreen themselves e.g. due to a disability.			