

# Sacred Heart School SunSmart Procedure



## 1. PURPOSE

This procedure aims to describe Sacred Heart School’s approach to implementing the Sacred Heart School SunSmart Policy. This procedure ensures that the school provides an environment that supports SunSmart practices and creates an awareness of the need to reschedule work commitments and outdoor activities to support SunSmart practices.

This procedure must be read in conjunction with *Sacred Heart School SunSmart Policy and the Sacred Heart School Uniform Policy and Procedure*.

## 2. RESPONSIBILITIES

### 2.1 General requirements

Parents, carers, guardians, students, volunteers and school employees each have a specific responsibility to ensure sun safety whilst attending school to ensure Queensland Cancer Council SunSmart guidelines are followed.

### 2.2 Roles and responsibilities

Role	Responsibilities
School	<ul style="list-style-type: none"> <li>• Inform parents of the SunSmart policy when they enrol their child;</li> <li>• Include the SunSmart policy statement in the school prospectus;</li> <li>• Increase the amount of shade in the school grounds, where possible, by building shelters and planting trees;</li> <li>• Incorporate education programs that focus on skin cancer prevention into the school curriculum;</li> <li>• Encourage all teachers and staff to act as positive role models for children in all aspects of SunSmart behaviour;</li> <li>• Seek ongoing support from parents and the school community for the SunSmart policy and its implementation through newsletters and parent meetings;</li> <li>• Ensure all students and staff wear hats that protect the face, neck and ears and SPF 30+ broad-spectrum, water-resistant sunscreen when involved in outdoor activities;</li> <li>• Encourage students without adequate sun protection to use shaded or covered areas at recess and lunchtimes;</li> <li>• Review the school dress code to conform with The Cancer Council Queensland SunSmart clothing guidelines;</li> <li>• Ensure adequate shade is provided at sporting carnivals and other outdoor events;</li> <li>• Ensure SPF 30+ broad-spectrum, water-resistant sunscreen is included in the school sports kit;</li> </ul>
Parents, Carers and Guardians	<ul style="list-style-type: none"> <li>• Provide a SunSmart hat for their child and ensure they wear it to and from school. The Cancer Council Queensland recommends hats with a 7.5cm brim, legionnaire-style or bucket (minimum of 6cm brim) hats;</li> <li>• Ensure their child applies SPF 30+ broad-spectrum, water-resistant sunscreen 20 minutes before leaving for school;</li> <li>• Ensure their child’s clothing provides adequate protection from UVR. The Cancer Council Queensland recommends clothing with the following features:               <ul style="list-style-type: none"> <li>○ dark coloured;</li> <li>○ collars and sleeves; and</li> </ul> </li> </ul>

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	<ul style="list-style-type: none"> <li>○ closely woven fabric - natural fibre.</li> <li>• Act as positive role models by practising SunSmart behaviour; and</li> <li>• Support the school’s SunSmart policy and help to design and regularly update the policy.</li> <li>• Ensure their child has a swimming cap, and a rashie is provided for swimming carnivals and swim blocks. Rashies are not required for competitive events.</li> </ul>
Students	<ul style="list-style-type: none"> <li>• Be aware of the school’s SunSmart policy;</li> <li>• Take responsibility for their own health and safety by being SunSmart;</li> <li>• Comply with SunSmart rules and guidelines by wearing suitable hats, clothing, sunscreen and sunglasses;</li> <li>• Apply SPF 30+ broad-spectrum, water-resistant sunscreen 20 minutes before going outdoors;</li> <li>• Use shaded or covered areas when outdoors;</li> <li>• Act as positive role models for other students in all aspects of SunSmart behaviour;</li> <li>• Participate in SunSmart education programs.</li> </ul>

### 3. PROCEDURE

Sacred Heart School recognises that the Winter sun also contributes to skin damage. This policy will therefore be implemented throughout the year.

The purpose of this SunSmart policy is to ensure all children attending our establishment are protected from the harmful effects of the sun throughout the year.

### 4. PERFORMANCE

This procedure will be monitored as required or every four (4) years).