

## **Sunsmart Protection Policy**

Policy Family: Student Welfare

Policy Author: Principal

Policy Time Frame: Draft Published 01.06.09

Effective From: 01.09.09

Review: 01.09.2011

Report: Principal to Board of Governors

### Rationale

This policy is written to support The School's responsibility to its students and staff with regard to exposure to the sun. It is predicated upon medical research published by Cancer Research UK and takes into account The School's geographical position in the Tropics. The Sunsmart Protection Policy works in conjunction with the Child Protection and Educational Visits Policies and seeks to explain in clear terms why sun protection is important and how a policy can help.

### Introduction

Skin cancer is now a common cancer and the number of cases around the world is increasing - in some countries at an alarming rate. Most skin cancers are caused by UV radiation from the sun and if we protect ourselves and our students from the sun then we can reduce the risks. Protection is particularly important for children and young people whose skin is more delicate and easily damaged. At a young age, students are unable to take full responsibility for their own sun protection and so this Sunsmart Protection Policy is designed to give advice and guidance to encourage good health now and to develop awareness and procedures for the future.

This Sunsmart Protection Policy has three components:

Protection: Providing an environment that enables students and staff to stay safe in the sun.

Education: Learning about sun safety to increase knowledge and to influence behaviour.

Collaboration: Working with School Leaders, Parents, Staff and Students to reinforce awareness of sun safety.

Whilst these three components are common throughout The School, the policy is differentiated in relation to three sections of the school community in recognition of the increasing levels of responsibility students develop as they progress through the school.

### Pre-Prep (Early Years 1 - Year 2)

- Protection
  1. Sun protection is considered when planning all outdoor activities;
  2. Tree planting for shade is actively considered and encouraged in capital development projects related to outdoor activities;
  3. Shade structures / gazebos are used to provide shade;
  4. Shaded areas are provided for staff on duty / supervision outside;
  5. Seats and play equipment are kept in shaded areas;
  6. Organized activities make use of the shade available;
  7. As part of the school rules, Pre-Prep Students must wear wide-brimmed or legionnaire-style hats when outside. (Spare hats are always available for children who forget their own and washed on a daily basis);
  8. As part of the school rules, Pre-Prep Students must wear tops that cover shoulders in outside activities;
  9. Students are allowed to wear UV protective sunglasses;
  10. Staff, TAs and assistants model exemplary practice in respect of protection against the sun;
  11. Sunscreen is the last line of defence but it can be useful in protecting areas of the skin that cannot be covered up.

12. Parents are asked to take responsibility for the application of sunscreen (Factor 15 or above) before the start of the school day. Members of staff will not apply sunscreen to students.

- Education

1. Sun protection is introduced to students in an age-appropriate way using stories at the start of each term;
2. Students are encouraged to paint pictures to re-inforce sun protection messages at the start of each term as part of the Learning for Life Curriculum;
3. Students are made aware of the need to be fully hydrated before, during and after outside play in the sun and drinking water stations are built into planning of capital development projects related to outdoor activities;
4. Parents are sent a letter from school at the start of each year explaining the school policy and how they can help. (See Appendix A)

- Collaboration

1. School Leaders plan and timetable outside activities and events with the Sunsmart Protection Policy in mind;
2. School Leaders, staff and parents will work together at school and at home to ensure that sun protection is given a clear priority in discussion, advice offered and procedure.

### Prep (Years 2 - 6)

- Protection

1. Sun protection is considered when planning all outdoor activities;
2. Tree planting for shade is actively considered and encouraged in capital development projects related to outdoor activities;
3. Shade structures / gazebos are used to provide shade;
4. Shaded areas are provided for staff on duty / supervision outside;
5. Seats and play equipment are kept in shaded areas;
6. Organized activities make use of the shade available;
7. As part of the school rules, Students in Years 2 - 6 must wear wide- brimmed or legionnaire-style hats when outside. (Spare hats are always available for children who forget their own and washed on a daily basis);
8. As part of the school rules, Students in Years 2 - 6 must wear tops that cover shoulders in outside activities;
9. Students are allowed to wear UV protective sunglasses;
10. Staff, TAs and assistants model exemplary practice in respect of protection against the sun;
11. Sunscreen is the last line of defence but it can be useful in protecting areas of the skin that cannot be covered up.
12. Parents are asked to take responsibility for the application of sunscreen (Factor 15 or above) before the start of the school day. Members of staff will not apply sunscreen to students.

- Education

1. Sun protection is incorporated into the Learning for Life curriculum for all students in Years 2 - 6;
2. Sun protection is actively promoted to students in assemblies;
3. Students are made aware of the need to be fully hydrated before, during and after outside play in the sun and drinking water stations are built into planning of capital development projects related to outdoor activities;

4. Parents are informed of the importance of sun protection. (See Appendix B);
- Collaboration
    1. School Leaders plan and timetable outside activities and events with the Sunsmart Protection Policy in mind;
    2. School Leaders, staff and parents will work together at school and at home to ensure that sun protection is given a clear priority in discussion, advice offered and procedure.

### Senior School (Years 7 - 13)

- Protection
  1. Sun protection is considered when planning all outdoor activities;
  2. Tree planting for shade is actively considered and encouraged in capital development projects related to outdoor activities;
  3. Shade structures / gazebos are used to provide shade;
  4. Shaded areas are provided for staff on duty / supervision outside;
  5. Seats and play equipment are kept in shaded areas;
  6. Organized activities make use of the shade available;
  7. As part of the school rules, Students in Years 7 - 13 are encouraged to wear authorized hats in outside play;
  8. Students are allowed to wear UV protective sunglasses;
  9. Staff, TAs and assistants model exemplary practice in respect of protection against the sun;
  10. Sunscreen is the last line of defence but it can be useful in protecting areas of the skin that cannot be covered up;
  11. Students in Years 7 - 13 are encouraged to apply sunscreen before taking part in outside activities.

- Education
  1. Sun protection is incorporated into the Learning for Life curriculum for all students in Years 7 - 11
  2. Sun protection is actively promoted to students in assemblies;
  3. Students are made aware of the need to be fully hydrated before, during and after outside play in the sun and drinking water stations are built into planning of capital development projects related to outdoor activities;
  4. Parents are informed of the importance of sun protection. (See Appendix C);
  
- Collaboration
  1. School Leaders plan and timetable outside activities and events with the Sunsmart Protection Policy in mind;
  2. School Leaders, staff and parents will work together at school and at home to ensure that sun protection is given a clear priority in discussion, advice offered and procedure.

PE Lessons, Swimming, Outdoor “You-Time!” activities etc

- Students taking part in all outside PE lessons must wear an approved school hat unless special temporary permission is granted by a member of the PE staff;
- The hat is part of the full PE kit;
- Generic Sun Protection clauses are built into all outside PE activities Risk Assessments;
- Special Sun Protection Risk Assessments are built into all Sports Day, Fun Run and Special Events planning;

- Students taking part in all outside PE lessons are reminded of the importance of sun protection and to apply sunscreen to exposed areas by PE staff;
- Students are made aware of the need to be fully hydrated before, during and after PE and drinking water stations are built into planning of capital development projects related to PE and Sport;
- Students taking part in routine swimming lessons are strongly encouraged to wear swimming costumes or swim tops which cover the shoulders and reach down to the wrists. It is appropriate in swimming competitions, galas and events for traditional swimming costumes to be worn for the duration of races and events;
- Students are allowed to wear UV protective sunglasses;
- PE staff model exemplary sun protection practice in outside PE lessons and activities
- Students taking part in all outside “You-Time!” activities must wear an approved school hat unless special temporary permission is granted by a member of staff;
- Students taking part in all outside “You-Time” activities are reminded of the importance of sun protection and to apply sunscreen to exposed areas by staff.

### Promotion

The school will promote excellent sun protection in an age-appropriate way in public areas; On admission to the school, families will be reminded of the importance of sun protection; The school shop will actively promote excellent sun protection in its stock and advertising campaigns.

### Monitoring and Evaluation

- The School will keep records in the medical centre of all illness (including sunburn) related to exposure to the sun;
- The medical centre will supply a termly and term-by-term management report to The Principal on all illness related to exposure to the sun;
- Parents will be immediately informed of any illness (including sunburn) related to exposure to the sun;
- Changes to the school environment which promote shade and sun protection will be photographed and widely promoted;
- All responses to the new Sunsmart Protection Policy from students, staff, parents and others will be kept and incorporated into a Report to the Board of Governors by The Principal;
- In exceptional circumstances, Parents may apply in writing to The Principal for exemption from elements of the Sunsmart Protection Policy (eg wearing of school hats on religious grounds; application of sunscreen by trained medical staff on medical grounds).

## Appendix A

### Text of Letter to Pre-Prep Parents sent at The Start of Year and in Admissions Packs

Dear Parent

I wanted to write and tell you about our new Sunsmart Protection Policy. We have developed this in response to concerns raised by parents, staff and accreditation team visitors to ensure that we can all enjoy outside activities at Shrewsbury International School safely. School Leaders always take great care in planning and timetabling outside activities with the sun and the protection of our students in mind. The sun's rays are particularly strong in Thailand and they can damage children's skin. Your child's health and well-being are very important to us and so we have decided to spend more time discussing sun protection at all levels within the school and increase the shade in our planning for play and sport. We are also going to be requiring all pre-prep children to wear a hat when they play outside. Please send your child to

school each day wearing either a wide-brimmed or legionnaire-style hat. Both styles are available in the School Shop. <insert paragraph on sunscreen application>. More details of these and other new sun protection plans can be found in our Sunsmart Protection Policy which is available on the front page of the school website policy.

Your support is very important if this new policy is going to work. You can help by:

talking to your child about the importance of sun protection at home;  
remembering to send your child to school with his / her hat every day.

Thank you in anticipation of your help in this very important matter

Yours sincerely

Hazel Gibbons  
Vice-Principal (Head of Junior)

Stephen Holroyd  
(Principal)

## Appendix B

Text of Letter to Prep Parents sent at The Start of Year and in Admissions Packs

Dear Parent

I wanted to write and tell you about our new Sunsmart Protection Policy. We have developed this in response to concerns raised by parents, staff and accreditation team visitors to ensure that we can all enjoy outdoor activities at Shrewsbury International School safely. School Leaders always take great care in planning and timetabling outside activities with the sun and the protection of our students in mind. The sun's rays are particularly strong in Thailand and they can damage children's skin. Your child's health and well-being are very important to us

and so we have decided to spend more time discussing sun protection at all levels within the school and increase the shade in our planning for play and sport. We are also going to be requiring all students in Years 2 - 6 to wear a hat when they play outside. Please send your child to school each day wearing either a wide-brimmed or legionnaire-style hat. Both styles are available in the School Shop. <insert paragraph on sunscreen application>. More details of these and other new sun protection plans can be found in our Sunsmart Protection Policy which is available on the front page of the school website policy.

Your support is very important if this new policy is going to work. You can help by:

talking to your child about the importance of sun protection at home;  
remembering to send your child to school with his / her hat every day.

Thank you in anticipation of your help in this very important matter

Yours sincerely

Hazel Gibbons  
Vice-Principal (Head of Junior)

Stephen Holroyd  
(Principal)

### Appendix C

Text of Letter to Senior School Students sent at The Start of Year and in Admissions Packs

Dear Parent

I wanted to write and tell you about our new Sunsmart Protection Policy. We have developed this in response to concerns raised by parents, staff and accreditation team visitors to ensure that we can all enjoy outdoor activities at Shrewsbury International School safely. School

Leaders always take great care in planning and timetabling outside activities with the sun and the protection of our students in mind. The sun's rays are particularly strong in Thailand and they can damage children's skin. Your child's health and well-being are very important to us and so we have decided to spend more time discussing sun protection at all levels within the school and increase the shade in our planning for play and sport. We are also going to be encouraging all students in Years 7 - 13 to wear a hat during outside activities. Please talk to your children about the importance of protection against the sun and ensure that they have a hat and sunscreen in school every day. Three appropriate styles of hat and sunscreen are available in the School Shop. More details of these and other new sun protection plans can be found in our Sunsmart Protection Policy which is available on the front page of the school website policy.

Your support is very important if this new policy is going to work. You can help by:

talking to students about the importance of sun protection at home;  
ensuring that students have a hat and sunscreen in school every day.

Thank you in anticipation of your help in this very important matter

Yours sincerely

Gareth Eynon  
Vice-Principal (Head of Senior)

Stephen Holroyd  
(Principal)