



Sun Safety Policy

Approved by:

School Effectiveness
Committee (pending)

Date: May 2026

Last reviewed on:

Next review due by:

March 2028

Policy Statement and Rationale

1.1 Purpose of the Policy

The purpose of this Sun Safety Policy is to safeguard the health and wellbeing of all pupils, staff, volunteers and visitors at Hardy Mill Primary School by minimising the risks associated with exposure to ultraviolet (UV) radiation from the sun. Hardy Mill Primary School recognises its duty of care to protect individuals from foreseeable harm (including sunburn and heat-related illnesses) and is committed to fostering a culture of sun safety through education, practical measures, and partnership with parents and the wider community. This policy aims to ensure that everyone is equipped with the knowledge, resources and support necessary to enjoy outdoor activities safely.

1.2 Scope and Applicability

This policy applies to all pupils, staff, volunteers, and visitors at Hardy Mill Primary School, including those participating in activities on school premises, off-site educational visits, sports days, residential trips and any other school-organised events where there is potential for sun exposure. The policy covers all outdoor areas of the school, including playgrounds, sports fields, gardens and outdoor learning environments.

1.3 Policy Rationale

Sun safety is a vital aspect of safeguarding and health promotion in schools. Exposure to UV radiation during childhood significantly increases the risk of developing skin cancer and other health complications later in life. The Health and Safety at Work etc. Act 1974, the Equality Act 2010, and the Education (Independent School Standards) Regulations 2014 require schools to take reasonable steps to protect the health, safety, and welfare of pupils and staff. Ofsted's Education Inspection Framework (EIF) and DfE guidance further emphasise the importance of risk management and safeguarding in the school environment. By implementing robust sun safety measures, Hardy Mill Primary School seeks to prevent avoidable harm, promote lifelong healthy habits and fulfil its statutory and moral obligations to the school community.

2.0 Legal and Regulatory Framework

2.1 Statutory Duties and Legislative Context

This policy is underpinned by the following key legislation and statutory guidance:

- **Health and Safety at Work etc. Act 1974:** Requires schools to ensure, so far as is reasonably practicable, the health, safety, and welfare of employees and others affected by their activities, including pupils.
- **The Management of Health and Safety at Work Regulations 1999:** Mandates the assessment and management of risks, including those posed by environmental factors such as sun exposure.
- **Education (Independent School Standards) Regulations 2014:** Requires schools to promote the welfare, health, and safety of pupils.

- **Equality Act 2010:** Places a duty on schools to make reasonable adjustments for pupils with protected characteristics and to prevent discrimination, including in relation to medical conditions or cultural and religious practices.
- **Keeping Children Safe in Education (DfE):** Requires schools to have effective safeguarding arrangements, including protection from environmental risks.
- **Statutory Framework for the Early Years Foundation Stage (EYFS):** Requires early years providers to ensure children are kept safe and healthy.

These statutory duties are supported by non-statutory guidance from the Department for Education, Ofsted and public health authorities, which collectively inform the practical arrangements set out in this policy.

2.2 Regulatory and Inspection Requirements

Ofsted's Education Inspection Framework (EIF) expects schools to provide a safe environment and to promote pupils' physical and mental health, including through effective risk management. Inspectors will consider how well leaders and staff identify and manage risks, including those related to sun exposure during outdoor activities. Schools are expected to maintain up-to-date health and safety policies, demonstrate that risk assessments are conducted and acted upon and ensure staff are trained to implement sun safety measures. Local authorities and public health teams may provide additional guidance and support, which should be incorporated into practice where relevant.

3.0 Roles and Responsibilities

3.1 Governing Board and Head teacher

The Governing Board and Head teacher of Hardy Mill Primary School hold overall strategic responsibility for sun safety. This includes ensuring that:

- A comprehensive Sun Safety Policy is in place, regularly reviewed and compliant with statutory requirements.
- Adequate resources are allocated for the implementation of sun safety measures, such as provision of shaded areas where ever possible and educational materials.
- Monitoring and evaluation processes are established to assess policy effectiveness and compliance.
- The school responds promptly to new guidance, emerging risks, or incidents related to sun exposure.

The Head teacher is responsible for day-to-day operational oversight, ensuring that staff are supported to implement the policy and that sun safety is promoted as part of the school's ethos.

3.2 Staff Responsibilities

All staff at Hardy Mill Primary School are responsible for:

- Modelling and promoting sun-safe behaviour, such as wearing hats and seeking shade during outdoor activities.

- Supervising pupils to ensure sun safety measures are followed, particularly during break times, PE lessons and school trips.
- Conducting and acting on risk assessments for outdoor activities, adjusting plans as necessary to minimise sun exposure risks.
- Encouraging and reminding pupils to apply sunscreen, wear protective clothing and stay hydrated.
- Recognising and responding promptly to signs of sunburn or heat-related illness, following the school's first aid and safeguarding procedures.
- Communicating sun safety expectations to pupils and parents/carers.
- Attending regular training on sun safety, including the recognition and management of sun-related health issues.

3.3 Pupil Responsibilities

Pupils are expected, with support appropriate to their age and understanding, to:

- Follow the school's sun safety rules, including wearing hats, using sunscreen and seeking shade when advised.
- Take responsibility for their own sun protection, such as bringing and applying their own sunscreen (with parental consent) and wearing suitable clothing.
- Report any concerns about sunburn or feeling unwell to a member of staff promptly.
- Participate actively in sun safety education and contribute to a positive, sun-safe school culture.

The school will provide age-appropriate guidance and reminders to help pupils develop these habits.

3.4 Parent/Carer Responsibilities

Parents and carers play a crucial role in supporting the school's sun safety policy. They are expected to:

- Provide their child with a suitable, named sun hat (preferably with a wide brim or legionnaire style) and appropriate clothing for outdoor activities.
- Supply broad-spectrum sunscreen (SPF 30 or higher), clearly labelled with their child's name and complete the school's parental consent form for sunscreen application.
- Apply sunscreen to their child before school and reinforce the importance of sun safety at home.
- Inform the school of any medical conditions, allergies, or cultural/religious requirements that may affect sun safety measures.
- Engage with school communications about sun safety and participate in relevant workshops or information sessions.

3.5 Collaboration with Health Professionals

Hardy Mill Primary School will work in partnership with local health professionals, public health teams, and relevant organisations to:

- Access up-to-date guidance, resources and training on sun safety.
- Seek advice on supporting pupils with specific medical needs or vulnerabilities.
- Participate in local or national sun safety initiatives, such as the SunSmart Schools Programme.
- Review and update policy and practice in line with emerging evidence and public health priorities.

4.0 Sun Safety Procedures and Control Measures

4.1 Risk Assessment and Management

Sun exposure risks are assessed as part of the school's routine health and safety procedures. Risk assessments will be:

- Conducted for all outdoor activities, including regular playtimes, PE lessons, school trips, and special events.
- Reviewed at least annually, and more frequently during periods of high UV levels, heatwaves, or when new activities are introduced.
- Used to identify specific hazards (e.g., lack of shade, timing of activities), vulnerable individuals and necessary control measures.
- Communicated to all relevant staff, with clear actions and responsibilities assigned.

Staff are expected to adapt activities or implement additional controls if risk assessments indicate heightened sun exposure risks.

4.2 Sun Protection Strategies

4.2.1 Use of Sunscreen

Hardy Mill Primary School encourages the use of broad-spectrum sunscreen (SPF 30 or higher) for all pupils and staff during outdoor activities, especially between April and September or when the UV index is high. The following procedures apply:

- Parents/carers are responsible for applying sunscreen to their child before school and providing a named bottle of sunscreen for reapplication during the day.
- The school will seek written parental consent for pupils to bring and use sunscreen (see Appendix 10.2).
- Staff will supervise and, where necessary, assist younger pupils with sunscreen application, following safe hygiene practices and only with parental consent.
- Pupils will be reminded to reapply sunscreen before lunchtime play, PE lessons, and extended outdoor activities.
- The school will provide guidance on the safe storage and use of sunscreen to prevent sharing and cross-contamination.
- In exceptional circumstances (e.g., forgotten sunscreen, vulnerable pupils), the school may provide sunscreen, subject to parental consent and allergy checks.

4.2.2 Protective Clothing and Hats

All pupils and staff are expected to wear appropriate clothing to minimise sun exposure, including:

- A sun hat with a wide brim or legionnaire style that shades the face, neck, and ears.
- Lightweight, loose-fitting clothing that covers the shoulders and upper arms.
- PE kits and uniforms that offer adequate protection, with adjustments made as necessary during periods of high UV risk.
- Consideration and reasonable adjustments for cultural and religious dress requirements, ensuring that sun safety is maintained (see section 4.3.2).

Pupils without a suitable hat may be required to stay in shaded areas during outdoor activities.

4.2.3 Shade Provision

Hardy Mill Primary School is committed to providing adequate shaded areas in all outdoor spaces. This includes:

- Installing temporary shade structures in playgrounds, sports fields, and outdoor learning areas when possible.
- Designating shaded zones for break times, outdoor lessons, and waiting areas.
- Reviewing the adequacy of shade provision as part of regular risk assessments and seeking to improve facilities where necessary.
- Encouraging staff and pupils to use shaded areas, particularly during peak UV hours.

4.2.4 Scheduling Outdoor Activities

To reduce the risk of harmful sun exposure, outdoor activities will be scheduled, where possible, outside peak UV hours (11am–3pm). This includes:

- Planning PE lessons, sports days, and outdoor events for earlier or later in the day.
- Adjusting timetables during periods of high UV index or heatwaves, in consultation with staff and parents/carers.
- Providing alternative indoor activities if outdoor conditions are deemed unsafe.
- Communicating any changes to schedules promptly to all stakeholders.

4.2.5 Hydration and Heat Illness Prevention

Maintaining hydration and preventing heat-related illness are integral to sun safety. The school will:

- Ensure all pupils have access to drinking water throughout the day, with regular reminders to drink, especially during outdoor activities.
- Encourage pupils to bring refillable water bottles, clearly labelled with their name.
- Train staff to recognise early signs of heat exhaustion, heatstroke, and dehydration, and to respond promptly in accordance with the school's first aid procedures.
- Provide shaded rest areas for pupils who feel unwell or overheated.
- Record and review any incidents of heat-related illness to inform future risk assessments.

4.3 Inclusion and Reasonable Adjustments

4.3.1 Medical Needs and Vulnerable Pupils

Some pupils may be at increased risk from sun exposure due to medical conditions such as albinism, photosensitivity, or a family history of skin cancer. For these pupils, the school will:

- Develop individual health care plans in partnership with parents/carers and relevant health professionals.
- Conduct individual risk assessments and implement tailored control measures, such as additional shade, more frequent sunscreen application, or modified participation in outdoor activities.
- Ensure staff are aware of pupils' specific needs and are trained to provide appropriate support.
- Maintain confidentiality and dignity in managing medical information, in line with data protection requirements.

4.3.2 Cultural and Religious Considerations

Hardy Mill Primary School values diversity and is committed to respecting cultural and religious dress requirements. The school will:

- Work with families to identify suitable sun-protective clothing that meets both sun safety and cultural/religious needs.
- Provide information and support to help families source appropriate hats and clothing.
- Make reasonable adjustments to uniform policies as necessary to ensure all pupils can participate safely in outdoor activities.
- Ensure that sun safety messages and procedures are inclusive and sensitive to the needs of all members of the school community.

5.0 Education, Training, and Awareness

5.1 Pupil Education and Curriculum Links

Sun safety education is integrated within the school's curriculum, particularly through Personal, Social, Health and Economic (PSHE) education, science, and physical education. The school will:

- Teach pupils about the risks of UV exposure and the importance of sun protection, using age-appropriate resources and interactive activities.
- Encourage pupils to develop lifelong sun-safe habits, such as seeking shade, wearing hats, and applying sunscreen.
- Include sun safety messages in assemblies, themed weeks and outdoor learning sessions.
- Use resources from reputable organisations, such as Cancer Research UK's SunSmart Schools Programme and the NHS, to support teaching (see Appendix 10.3).
- Assess learning outcomes to ensure pupils understand and can apply sun safety principles.

5.2 Staff Training and Induction

All staff will receive regular training on sun safety, including:

- The health risks associated with sun exposure and the rationale for sun safety measures.
- The school's sun safety procedures and their role in implementation.
- Recognising and responding to signs of sunburn, heat exhaustion, and heatstroke.
- Supporting pupils with medical or additional needs related to sun exposure.
- Communicating sun safety messages to pupils and parents/carers.

Sun safety will be included in the induction programme for all new staff and volunteers and refresher training will be provided annually or as required.

5.3 Parent/Carer Communication and Engagement

Effective communication with parents and carers is essential to the success of the sun safety policy. The school will:

- Share the Sun Safety Policy with all parents/carers via the school website, newsletters, and parent meetings.
- Provide clear guidance on the school's expectations regarding hats, clothing and sunscreen.
- Offer workshops or information sessions on sun safety, in partnership with health professionals where possible.
- Send reminders at the start of the summer term and during periods of high UV risk.

6.0 Monitoring, Evaluation, and Review

6.1 Monitoring Compliance and Effectiveness

The implementation of the Sun Safety Policy will be monitored through:

- Regular spot checks during outdoor activities to ensure sun safety measures are being followed.
- Recording and reviewing incidents of sunburn or heat-related illness.
- Gathering feedback from staff, pupils, and parents/carers through surveys or school council discussions.
- Reviewing risk assessments and control measures in light of incidents or feedback.
- Reporting on sun safety as part of the health and safety review to the Governing Board.

Where issues are identified, the school will take prompt action to address them and support staff, pupils and families to improve compliance.

6.2 Policy Review and Update

This policy will be reviewed biannually by the Head teacher. The review will consider:

- Changes in legislation, statutory guidance, or best practice.

- Feedback from stakeholders and outcomes of monitoring and evaluation activities.
- New or emerging risks, such as increased outdoor learning or changes in the school environment.
- The effectiveness of current procedures and any need for additional resources or support.

7.0 Safeguarding, Confidentiality, and Data Protection

7.1 Safeguarding Considerations

Sun safety procedures are an integral part of the school's safeguarding arrangements. All measures will be implemented in accordance with the school's Safeguarding and Child Protection Policy and statutory guidance, including Keeping Children Safe in Education. Staff will:

- Prioritise the welfare and dignity of pupils in all sun safety procedures.
- Report any concerns about a pupil's health or wellbeing to the Designated Safeguarding Lead.
- Ensure that sun safety does not prevent or restrict participation in outdoor activities, except where necessary for health reasons.
- Work with families and health professionals to support pupils with additional needs.

7.2 Confidentiality and Data Protection

The school recognises the importance of protecting personal and medical information. All records relating to sun safety, including medical needs, parental consent forms, and incident reports, will be managed in accordance with the Data Protection Act 2018 and the UK General Data Protection Regulation (UK GDPR). This means:

- Only authorised staff will have access to sensitive information on a need-to-know basis.
- Information will be stored securely and retained only as long as necessary.
- Parents/carers will be informed about how their data is used and their rights under data protection legislation.
- Any data breaches will be reported in line with the school's Data Protection Policy.

8.0 Policy Dissemination and Accessibility

8.1 Availability of the Policy

The Sun Safety Policy will be made available to all staff, pupils, parents/carers, and other stakeholders through:

- The school website
- The school office (hard copy on request)
- Staff handbook
- Induction packs for new staff and volunteers

A summary of key sun safety rules and expectations will be displayed in relevant areas of the school, such as classrooms, playgrounds and reception.

8.2 Accessible Formats

Hardy Mill Primary School is committed to ensuring that this policy is accessible to all members of the school community. The policy and supporting materials will be provided in alternative formats or languages as required, including:

- Large print or easy-read versions for those with visual impairments or learning difficulties
- Translations for families whose first language is not English
- Audio or digital formats on request

Parents/carers and staff are encouraged to contact the school office if they require the policy in a different format.

Appendices and Supporting Materials

9.1 Parental Consent Form for Sunscreen Application

Parental Consent for Sunscreen Application

I, [Parent/Carer Name], give permission for [Child's Name] to bring and use sunscreen at Hardy Mill Primary School.

I understand that staff may supervise or assist with application if required.

Details of any allergies or sensitivities: [Please specify]

Signed: _____ Date: _____

9.2 Sun Safety Education Resources

Recommended resources for teaching sun safety include:

- Cancer Research UK SunSmart Schools Programme: <https://www.cancerresearchuk.org/health-professional/prevention-and-awareness/sunsmart/schools>
- NHS Sun Safety Guidance: <https://www.nhs.uk/live-well/seasonal-health/sunscreen-and-sun-safety/>
- British Association of Dermatologists Sun Awareness: <https://www.bad.org.uk/sun-awareness-campaign/>
- PSHE Association lesson plans and resources
- Posters and leaflets available from local public health teams