

Sun Exposure Policy



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1. Introduction

St Edmund's School is committed to the health and safety of the children within our care. We recognise the risks associated with overexposure to ultraviolet (UV) radiation and are committed to promoting sun safety to reduce the risk of sunburn, heat exhaustion, and long-term skin damage, including skin cancer. This policy outlines how we aim to protect children during school hours and promote lifelong sun-safe habits. Our aim in setting this guidance is to protect children when playing in the sun at school and to build an awareness of safe behaviour in the sun, establishing good habits for the future. All children will be involved in discussions, appropriate for their age and understanding at the start of the summer about sun protection and risks.

2. Legal and Regulatory Context

Schools in England have a legal and regulatory responsibility to protect pupils from harm, which includes managing the risks associated with sun exposure. Under the Health and Safety at Work etc. Act 1974 and the Education Act 2002, schools must ensure a safe environment for children and staff, including taking reasonable steps to prevent sunburn and heat-related illnesses. Guidance from Public Health England and the Department for Education encourages schools to develop sun safety policies, which may include promoting the use of sunscreen, hats, and protective clothing, encouraging students to seek shade during peak sunlight hours, and providing education about the risks of UV exposure.

3. Roles and Responsibilities

- School Leadership: Ensure the policy is implemented and reviewed annually. Provide training and guidance to staff.
- Staff: Promote sun safety in lessons and supervise pupils to ensure they follow sun safety guidance.
- Parents/Guardians: Provide children with appropriate sun protection items such as hats, sunscreen, and water bottles.
- Pupils: Follow sun safety guidance and take responsibility for applying sunscreen and wearing protective clothing when required.

4. The Importance of Sun Safety

Sun safety is especially important for children because their skin is more delicate and vulnerable to damage from ultraviolet (UV) radiation. Overexposure to the sun in childhood significantly increases the risk of developing skin cancer, including melanoma, later in life. Children often spend more time outdoors during peak UV hours, and they may not recognise the signs of sunburn or overheating. Developing good sun safety habits early—such as wearing protective clothing, using sunscreen, and seeking shade—helps instil lifelong behaviours that reduce the risk of serious health issues. Moreover,

protecting children from sunburn not only prevents immediate discomfort and potential heat-related illness but also supports their long-term health and well-being.

5. Specific Measures

- **Clothing:** Pupils are encouraged to wear hats during outdoor activities and PE. Staff will lead by example. Parents should provide their child with a sun hat or legionnaires style cap from April onwards and ensure their child brings a water bottle to school every day.
- **Sunscreen:** Parents are advised to apply long-lasting, high-factor sunscreen (SPF 30+) before school. Pupils may bring their own named sunscreen and apply it independently in accordance with the appropriate guidance: for example, some brands recommend application 30 minutes before sun exposure and reapplication at least every two hours when swimming or sweating. The school will provide SPF 30+ sunscreen via sunscreen stations and keep a supply of hats.
- **Shade:** Outdoor activities, including breaks and PE, will make use of shaded areas and specific facilities (gazebos and other canopies) where possible. The school will ensure shaded areas are accessible and maintained.
- **Hydration:** Pupils will be reminded to bring water bottles and stay hydrated during warm weather. The school will provide opportunities for this including breaks during matches for water intake at the discretion of supervising staff.
- **Timing of Outdoor Activities:** Where possible, outdoor activities will be scheduled outside peak UV hours (11 am–3 pm).

6. Educating Young People

Sun safety will be incorporated into the PSHE curriculum and science lessons to raise awareness of the effects of sun exposure and promote healthy habits.

PSHE resources can be found here:

[Keeping safe: sun safety](#)

At appropriate times during the year children will be reminded about 'How to be Sun Safe'. Children will be encouraged to use the shaded areas of the school during playtimes.

Staff should lead by example, and the school will ensure that branded hats with brim and neck cover are issued annually / biannually / regularly.

7. Application of Sun Cream

In hot weather, parents should apply sun cream to their child before they come to school (see above). Parents can support school by re-emphasising sun awareness and the risks of overexposure and the importance of sun cream application as one way of protecting skin.

Teachers are not obliged to apply sun cream, and it is not practical for staff to apply cream to large numbers of pupils repeatedly.

In the Nursery and Pre-Prep, parents provide named suncream and written consent for staff to apply it.

Junior/ Senior School - pupils to name their own suncream, bring it in and keep it in their school bag/locker.

The Medical Centre keeps a high factor suncream that pupils can apply themselves if they want to use suncream and have forgotten their own. We currently use Altruist Family sunspray factor 50, as this is water resistant, suitable for all ages including babies (low allergy), is formulated for sensitive skin and comes in a spray bottle which prevents cross contamination between users

We will require your written consent to supervise your child to re-apply sun cream. However, with younger pupils (e.g. key stage 1) we may apply sun cream directly provided we have written parental consent in place.

Please return the consent slip (Appendix C) if you wish us to do this.

Parents can support school by re-emphasising sun awareness, the risks of overexposure and the importance of sun cream application as one way of protecting skin.

8. Communication

The school will communicate sun safety guidance to parents via newsletters, the school website, and during the summer term. Staff will receive regular reminders and updates during staff briefings.

9. Monitoring and Review

This policy will be reviewed annually by the Senior Leadership Team in consultation with staff and governors. Feedback from parents and pupils will be considered to ensure the policy remains effective and practical.

10. References

- <https://www.sunsafeschools.co.uk/>
- <https://www.cancerresearchuk.org/about-cancer/causes-of-cancer/sun-uv-and-cancer/sun-safety>
- <https://www.nhs.uk/live-well/seasonal-health/sunscreen-and-sun-safety/>
- Guidelines for schools in preventing skin cancer | National Education Union
- PSHE Association | Charity and membership body for PSHE education
- Physical health and mental wellbeing (Primary and secondary) - GOV.UK

Summary of Changes	Justification of Change
Version 1: Effective as per Senior management signoff	New Policy
Electronic signatures	<p>Signatures required</p> <p>X</p> <hr/> <p>Author</p> <p>X</p> <hr/> <p>Health and Safety Manager</p> <p>X</p> <hr/> <p>Senior Manager</p>

Appendix A

Risk Assessment: Outdoor Events/Sun Exposure

Event Details

- Event Name:
- Date & Time:
- Location:
- Organiser/Lead Staff:
- Expected Attendance:

Hazard Identification

Hazard	Risk Description
High UV exposure	Causes sunburn, long-term skin damage, heat exhaustion, dehydration
Lack of shade	Prolonged direct sunlight exposure increases UV risk
Inadequate sun protection	Not wearing hats, sunscreen, or protective clothing
Dehydration	Increased by heat and sun exposure
Allergic reactions	Possible due to sunscreen use or sun sensitivity in certain students

Risk Assessment (Before Controls)

Risk	Likelihood	Severity	Risk Rating (L x S)
Sunburn/UV damage			
Heat exhaustion/dehydration			
Inadequate sunscreen usage			

Control Measures

Control Measure	Responsible	Date Completed/Planned
Schedule events outside peak UV hours	Event Coordinator	
Check UV index and adjust activities	Health & Safety Lead	
Ensure access to shaded areas or structures	Site Manager	
Provide SPF 30+ sunscreen at stations	School Nurse / First Aid	

Encourage/pre-warn families about sun safety	Office Staff	
Require hats/sun-safe clothing	Teachers / Supervisors	
Promote hydration; provide water stations	Event Organiser	
Plan sunscreen application breaks	Group Leaders	
Train staff to spot early signs of sunburn	Health & Safety Officer	

Ongoing Supervision

Task	Frequency	Responsible
Remind students to reapply sunscreen	Every 2 hours	Teachers / Group Leaders
Monitor students for signs of heat stress	Ongoing	First Aid Staff
Provide breaks in shaded areas	Scheduled	Event Coordinator

Residual Risk After Controls

Risk	Likelihood	Severity	Risk Rating (L x S)	Acceptable?
Sunburn/UV damage				
Heat exhaustion/dehydration				

Sign-Off

- Risk Assessment Completed By: Ed O'Connor
- Date: 18th June 2025
- Approved By (EHS)
- Review Date: September 2025

Appendix B

Checklist: Mitigating the risk of sun exposure at school events

Pre-Event Planning

- Schedule events outside peak UV hours (avoid 11 a.m. – 3 p.m. when possible)
- Check the UV index forecast for the day and plan accordingly
- Choose shaded venues (natural or man-made shade like trees, canopies, or tents)
- Plan for portable shade structures if no permanent shade is available
- Include sun safety in event communications to parents and staff
- Posters on display on school noticeboards
- Sun safety taught in PSHE curriculum

Sun Protection Supplies

- Provide broad-spectrum SPF 30+ sunscreen
- Ensure sunscreen stations are available and labelled
- Make wide-brimmed hats available or required
- Encourage UV-protective clothing (long sleeves, lightweight fabrics)
- Provide or recommend sunglasses with UV protection
- Sunglasses

Student and Staff Preparation

- Send reminders to families about sun-safe clothing, hats, sunglasses and sunscreen
- Ensure staff are trained on sun safety protocols
- Designate staff to monitor reapplication of sunscreen (every 2 hours or after water activities)
- Make sunscreen application time part of the schedule
- Ensure there are regular hydration breaks and access to water stations

Venue and Layout

- Arrange seating and activity areas in shaded spots

- Set up sun shelters/canopies over high-traffic areas
- Provide extra shade for sensitive groups (young children, medically vulnerable)
- Use UV-protective covers where appropriate (e.g., over playground equipment)

During the Event

- Announce UV index updates if it changes significantly
- Offer extra sunscreen at key points
- Remind students and staff to reapply sunscreen regularly
- Encourage time in the shade between activities
- Monitor for signs of sunburn or heat stress
- In the event that a child suffers heat exhaustion or sunburn at school the school would act in loco parentis and treat the child in accordance with e.g. NHS advice:
- Heat exhaustion and heatstroke - NHS
- Sunburn - NHS

Post-Event Review

- Collect feedback on sun safety measures
- Note any sun-related health incidents
- Adjust future plans based on observations and feedback



Appendix C

SUN CREAM RE-APPLICATION CONSENT FORM

School: _____

Name of Child: _____

Year / Class: _____

I have read the St Edmunds School Sun Safety Guidance and acknowledge it is my responsibility to ensure that sun cream is applied to my child at the start of the day.

I give my consent for school staff to supervise the re-application of the sunscreen I have provided to my child to ensure they remain protected from sunlight during hot weather.

With younger pupils (e.g. Key Stage 1) school may need to support the re-application of the sunscreen I have provided and, I therefore give consent to this support if my child requires it.

Signed:

Name:

Date:
