

## Step 2

Fill up the review form and submit your revised Sun Protection Policy.

To renew your membership with the SunSmart Schools Program, fill up the form below and submit a copy of your updated Sun Protection Policy to ensure that it covers the SunSmart recommendations. Once we have received and checked your review, you will receive a new SunSmart certificate and our latest resources.

### This policy will help schools meet some of the legislations and standards requirements:

- [Sun Safety in Schools Policy](#)
- [School Uniforms Policy](#)
- [Education Act](#)
- [Education and Care Services \(National Uniform Legislation\) Act](#)
- [Work Health and Safety \(National Uniform Legislation\) Act](#)
- [Education and Care Services National Regulations](#)

### Rationale

Exposure to ultraviolet (UV) radiation in childhood is a major risk factor for developing skin cancer later in life. By implementing a best-practice Sun Protection Policy and procedures, schools can help protect students, staff, educators from UV radiation and teach students good sun protection habits from an early age. Sun protection practices are required in the Northern Territory all year round whenever UV levels are 3 or above and extra care is needed between 10am-3pm when UV levels reach their peak.

### POLICY REVIEW

Date of review: \_\_\_\_\_

To highlight how your sun protection policy is implemented in school, please submit:

- Copy of revised school's Sun Protection Policy that includes the recommendations below.

**AND**

- At least one copy of the following supporting documents:

- |                              |  |
|------------------------------|--|
| - Sample newsletter articles | - Sample of school's sun protection activities |
| - Picture of school displays | - Shade plans                                  |
| - Picture of outdoor areas   | - Others (please state):                       |
| - Copy of curriculum plan    |  |

Strategies working well:

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How we keep families, staff and students informed and involved in the SunSmart Schools Program:

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Plans for the next 12 months:

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## POLICY REVIEW AND RECOMMENDATIONS CHECKLIST (Please tick ✓ which applies.)

<b>1</b> This policy applies to all school activities and events (on and off site).	<input type="checkbox"/>
<b>2</b> Sun protection measures are used all year round whenever UV levels reach 3 and above.	<input type="checkbox"/>
<b>3</b> Staff and students refer to daily local sun protection times through SunSmart widget on school's website, SunSmart app or at <a href="http://www.bom.gov.au">www.bom.gov.au</a>	<input type="checkbox"/>
<b>4</b> Staff, students and families can readily access our sun protection policy in _____ _____ (please state location of policy e.g. school's website, handbook, orientation kit)	<input type="checkbox"/>
<b>5</b> A combination of sun protection measures are used for all outdoor activities (e.g. recess, outdoor lessons, camps, excursions, sporting events, swimming carnivals) when UV levels are 3 or above.	<input type="checkbox"/>
<b>6</b> Particular care is taken between 10am to 3pm when UV levels are most intense.	<input type="checkbox"/>
<b>7</b> Maximum use of shade, rescheduling outdoor events and/or minimizing time outdoors is encouraged during peak UV periods between 10am-3pm.	<input type="checkbox"/>
<b>8</b> Our policy addresses staff Work Health & Safety issues regarding occupational UV exposure.	<input type="checkbox"/>
<b>9</b> The school has sufficient shade or is working towards increasing the number of trees and shade structures to provide adequate sun protected areas in the schoolgrounds.	<input type="checkbox"/>
<b>10</b> Students are encouraged to use available areas of shade for outdoor activities.	<input type="checkbox"/>
<b>11</b> All students are required to wear a sun-safe hat that protects the face, neck and ears such as broad brimmed, legionnaire or bucket hat whenever they are outside.	<input type="checkbox"/>
<b>12</b> Appropriate sun protective clothing (shirts/dresses with sleeves and high neckline or collar and longer style shorts/skirts) is included in the school uniform or dress code.	<input type="checkbox"/>
<b>13</b> Our sports uniform also includes appropriate sun protective clothing. Students are required to wear rash tops or t-shirts for outdoor water activities.	<input type="checkbox"/>
<b>14</b> Students who do not have appropriate hats or sun protective clothing are asked to play in the shade or a suitable area protected from the sun.	<input type="checkbox"/>
<b>15</b> All students and staff have access to SPF 50+ (or higher), broad-spectrum, water-resistant sunscreen. Students are encouraged and reminded to apply sunscreen 20 minutes before going outdoors and reapply every 2 hours or more frequent if sweating or swimming.	<input type="checkbox"/>
<b>16</b> The use of wrap-around sunglasses that meet Australian Standard 1067 (Sunglasses – Category 2, 3 or 4) is encouraged.	<input type="checkbox"/>
<b>17</b> All staff are required, whilst families and visitors to the school are encouraged, to act as role models by practising SunSmart behaviours including wearing appropriate hats and clothing when outdoors.	<input type="checkbox"/>
<b>18</b> Educational activities and programs on sun protection to minimise skin and eye damage and skin cancer risk and healthy UV balance to maintain adequate vitamin D levels are included in the curriculum for each grade level.	<input type="checkbox"/>
<b>19</b> SunSmart behaviour is regularly reinforced and promoted to the whole school community (e.g. via newsletters, assemblies, school website)	<input type="checkbox"/>
<b>20</b> The school reviews its sun protection policy and submits a copy to Cancer Council NT at least <b>once every three years</b> to ensure it is current and effectively implemented.	<input type="checkbox"/>