

Sun Safety and High Temperature Policy

To be reviewed: as required

Statement of intent

At Thorpe Hesley Primary School we are committed to ensuring that we meet our health and safety obligations to staff and pupils, including during outdoor activities.

During exceptionally hot and sunny periods, it is important to stay in cool conditions inside, and in the shade outside. As a school, we know that health and safety is of the utmost importance, and it is vital that we address this issue.

Overexposure to the sun's ultraviolet (UV) radiation presents a severe risk to the health and wellbeing of our staff and pupils, with the potential to cause sunburn, blistering and sickness.

This policy outlines the framework in which our school will identify, manage and minimise the risks of UV rays to our staff and pupils. The procedures outlined in this policy will be adhered to by all staff members, pupils, parents and visitors whilst on the school premises or attending a school event.

1. Legal framework

- 1.1. This policy has due regard to all relevant legislation including, but not limited to, the following:
 - Health and Safety at Work etc. Act 1974
 - Management of Health and Safety at Work Regulations 1999
 - Education (School Premises) Regulations 1999
- 1.2. This policy operates in conjunction with the following school policies:
 - First Aid Policy
 - Child Protection and Safeguarding Policy
 - Allegations of Abuse Against Staff Policy
 - Supporting Pupils with Medical Conditions Policy

2. Roles and responsibilities

- 2.1. The Head Teacher is responsible for:
 - Obtaining consent forms from parents to ensure staff have permission to apply sunscreen to pupils.
 - Reviewing this policy annually.
 - Ensuring staff have received appropriate training and guidance on the stipulations in this policy, and ensuring staff act in accordance with this policy.
 - Determining if pupils should be sent home due to hot temperatures.
 - Ensuring classroom temperatures are maintained at an appropriate level.
 - Ensuring that staff model good practice in terms of sun safety.
 - Ensuring that staff understand the precautions for pupils in terms of sun safety, e.g. wearing sun-safe hats.
- 2.2. Staff members are responsible for:
 - Adhering to this policy.
 - Modelling good practice in terms of sun safety.
 - Ensuring that pupils have the appropriate sun-safe clothing and sunscreen on.
 - Encouraging pupils to stay appropriately hydrated.
 - Applying sunscreen to pupils.
- 2.3. Parents are responsible for:

Registered office: Anston Greenlands Primary School, Edinburgh Drive, Sheffield S25 4HD

Company Registration number 09061804



Sun Safety and High Temperature Policy

To be reviewed: as required

- Sending their children to school with the necessary sun safety precautions, e.g. sunscreen, hats and water bottles.
 - Completing the Parental Consent to Apply Sunscreen form.
 - Encouraging their children to practice sun-safe precautions.
 - Being good role models in terms of sun safety.
- 2.4. Pupils are responsible for:
- Wearing the appropriate sun safety clothing, e.g. hats and sunglasses.
 - Applying, or asking for assistance with applying, sunscreen.
 - Staying appropriately hydrated.
 - Spending time in shaded areas to avoid sunburns and other associated risks.

3. Minimising risks

3.1. In accordance with our Child Protection and Safeguarding Policy, the school is committed to ensuring the welfare and wellbeing of pupils. To minimise risk of heatstroke, sunstroke and sun damage, we:

- Encourage staff and pupils to keep as much of their skin as possible covered up during the Summer months.
- Encourage staff and pupils to use sunscreen of at least sun protection factor (SPF) 15 on any part of the body that they cannot cover up.
- Use sunscreen in accordance with the product's instructions.
- Encourage staff and pupils to take their breaks in the shade, if possible, rather than staying out in the sun.
- Reschedule work/outdoor lessons to minimise UV exposure.
- Situate rest areas in the shade.
- Encourage staff and pupils to drink plenty of water to avoid dehydration.
- Encourage staff and pupils to check their skin regularly for any unusual moles or spots and refer themselves to a qualified medical practitioner where necessary.
- Encourage the removal of PPE during rest periods, to help facilitate heat loss.
- Ensure all staff members, pupils and visitors are aware of, and adhere to, this policy.

3.2. Where pupils have suffered from a sun-related illness, e.g. sunstroke, a first aider will provide appropriate support in accordance with the school's First Aid Policy.

4. Clothing

4.1. During the Summer months, with temperatures above 25 degrees Celsius (°C), everyone working at or attending the school will be encouraged to protect their face, neck and ears using a hat.

4.2. Sun-safe hats include:

- Bucket hats with a deep crown and brim size of at least 5cm for pupils and 6cm for adults.
- Broad-brimmed hats with a brim of at least 6cm for pupils and 7.5cm for adults.
- Legionnaire-style hats.

4.3. Baseball caps or visors are not sun-safe hats.

4.4. Pupils without sun-safe hats will be encouraged to play in an area protected from the sun.

Registered office: Anston Greenlands Primary School, Edinburgh Drive, Sheffield S25 4HD

Company Registration number 09061804



Sun Safety and High Temperature Policy

To be reviewed: as required

- 4.5. Everyone working at or attending the school during daylight hours will be encouraged to wear sun-safe clothing that covers as much of their skin as possible. This includes wearing:
- Loose fitting shirts and dresses with sleeves and collars or covered necklines.
 - Longer style skirts, shorts or trousers.
 - Tops that cover the shoulder area.
- 4.6. During hot weather, lightweight clothing will be required to reduce the risk of overheating.
- 4.7. Pupils will be advised not to wear their jumpers during hot weather.
- 4.8. Pupils not wearing sun-safe clothing will be encouraged to play in an area protected from the sun.
- 4.9. Staff will encourage pupils to wear UV protected sunglasses.

5. Sunscreen

- 5.1. Everyone working at or attending the school will be encouraged to apply at least SPF 15 broad-spectrum water-resistant sunscreen 20 minutes before going outside and reapply every two hours.
- 5.2. Pupils should provide their own sunscreen in a bottle labelled with their name.
- 5.3. A reserve supply of sunscreen will be stored in the office for pupils who forget theirs and this may be applied if necessary.
- 5.4. Sunscreen will be stored in a cool, dry place and the expiry date will be monitored.
- 5.5. Sunscreen will be self-administered, under supervision, where possible.
- 5.6. Teachers and other staff members will not be encouraged, and will not be required, to apply sunscreen to pupils, due to the potential for allegations of abuse.
- 5.7. Any allegations will be handled in line with the school's Allegations of Abuse Against Staff Policy.
- 5.8. Where a teacher or other staff member agrees to apply sunscreen to pupils, such as to our youngest pupils or a pupil with SEND, another member of staff will witness the application and parental consent will be obtained beforehand.
- 5.9. Teachers and other staff members will only apply sunscreen to pupils' faces, necks and arms.
- 5.10. Letters will be sent home asking for parental permission for school staff to apply, and supervise the application of, sunscreen to pupils.

6. PE and outdoor activities

- 6.1. On days above 25°C, PE lessons will only involve activities that are not overly strenuous.

Registered office: Anston Greenlands Primary School, Edinburgh Drive, Sheffield S25 4HD

Company Registration number 09061804



Sun Safety and High Temperature Policy

To be reviewed: as required

6.2. Appropriate clothes, hats and sunscreen will be worn during PE in hot weather, and participants will remain suitably hydrated.

6.3. All outdoor activities will be planned to take place in shaded areas. Activities will be set up in the shade and moved throughout the day to stay in the shade.

6.4. On days above 28°C, PE lessons will be held indoors to prevent any kind of illness resulting from strenuous activities in hot conditions.

7. Play times

7.1. On days above 25°C, play times will occur in shaded areas. Activities will be set up in the shade and moved throughout the day to stay in the shade.

7.2. Appropriate clothes, hats and sunscreen will be worn, and individuals will be reminded to stay suitably hydrated.

7.3. On days above 28°C, play times will be held indoors to prevent any kind of illness resulting from strenuous activities in hot conditions.

8. School trips

8.1. School trips will have a specified maximum temperature, and this will be based on the age of the children, how much walking is involved, the destination and the time of day.

8.2. Sports days will be postponed if the temperature exceeds 28°C.

9. Hot weather procedures

9.1. The Education (School Premises) Regulations 1999, stipulate the temperatures that classrooms should be kept at, which are detailed below:

Area	Temperature
Where there is a below normal level of physical activity due to ill health or physical disability, e.g. isolation rooms; however, this does not include sleeping accommodation	21°C
Where there is a normal level of physical activity associated with teaching, private study or examinations	18°C
Where there is a high level of physical activity, e.g. PE sports halls, washrooms, sleeping accommodation and circulation spaces	15°C

9.2. The Head Teacher will decide if the premises are unsuitable for pupils, and will issue a statement to parents via phone, text message or email, stating that children must be sent home, specifying the timeframe by which children need to be collected.

9.3. The Head Teacher will text, phone or email parents reminding them to send their children to school with a hat, sunscreen and a sufficient amount of water if necessary.

Registered office: Anston Greenlands Primary School, Edinburgh Drive, Sheffield S25 4HD

[Company Registration number 09061804](#)



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10. Pupils with albinism

10.1. The school recognises that the lack of melanin in a pupil with albinism's skin increases their risk of sunburn and skin cancer. These pupils will be part of our Medical Needs group and we will work with the parents to support them.

10.2. To enhance their protection from the sun, we will ensure that pupils with albinism:

- Wear sunscreen with an SPF of at least 30, and preferably one that provides maximum protection from both UV-A and UV-B radiation.
- Have a thick layer of screen applied at least 15 minutes before going outside.
- Where possible, avoid going out between 11am and 3pm, when the sun is at its hottest and UV radiation is at its strongest. Pupils with albinism may wait in a shaded area or in the classroom with a teacher during these times.
- Wear sunglasses with a UV filter.
- Cover up with a hat and loose-fitting clothing.

10.3. We will ensure that specific medical advice in relation to pupils with albinism is adhered to.

10.4. Sunscreen will be provided by the pupil's parents; however, the school nurse will keep a reserve supply.

10.5. The school's Supporting Pupils with Medical Conditions Policy will be adhered to at all times.

11. Curriculum

11.1. Pupils will be taught about the dangers of the sun and information about sun protection will be incorporated into the curriculum for all ages.

11.2. The dangers of sunbeds will also be incorporated into PSHE lessons.

11.3. Sun protection will be actively promoted to pupils at key points of the year, such as before and during the Summer term, through assemblies, workshops and lessons.

11.4. Information regarding sun protection will be sent to parents.

12. Role modelling

12.1. All members of staff will act as role models and demonstrate sun-safe behaviour.

12.2. Staff will be encouraged to:

- Wear a sun-safe hat, clothing and sunscreen.
- Spend as much time as possible in the shade whilst outside.
- Wear sunglasses that comply with the BS EN ISO 12312-1:2013+A1:2015 standards.
- Encourage families and visitors to role model sun-safe behaviour when they are visiting the school.