



Connection Curiosity Courage Compassion

Montmorency Primary School SunSmart Policy



Help for non-English speakers - If you need help to understand the information in this policy, please contact the office on [\(03\) 9439 5944](tel:0394395944) or email montmorency.ps@education.vic.gov.au

PURPOSE

The purpose of this policy is to encourage behaviours at Montmorency Primary School to minimise the risk of skin and eye damage and skin cancer.

This policy provides guidelines to:

- Support staff and students to use a combination of sun protection measures when UV index levels are 3 or above (generally mid-August – end of April)
- Ensure students are encouraged and supported to develop independent sun protection skills to help them to be responsible for their own protection
- Support our school's strategies to meet its Duty of Care and Occupational Health and Safety obligations to minimise harmful UV exposure and associated harm for students and staff.

SCOPE

This policy applies to all school activities, including camps and excursions. It is applicable to all students and staff.

POLICY

Excessive exposure to the sun's ultraviolet (UV) radiation can cause health problems including sunburn, damage to skin and eyes and an increased risk of skin cancer.

UV radiation:



Connection Curiosity Courage Compassion

- Cannot be seen or felt
- Can be reflected off surfaces such as buildings, asphalt, concrete, water, sand and snow
- Can pass through light clouds
- Varies in intensity across the year (highest in Victoria from mid-August – end of April)
- Peaks during regular school hours.

Sun safety is a shared responsibility and staff, parents and students are encouraged to implement a combination of sun protection measures whenever UV levels reach 3 and above (typically from mid-August to the end of April in Victoria). Information about the daily local sun protection times is available via the free SunSmart app, or at SunSmart.com.au or bom.gov.au

Montmorency Primary School has the following measures in place to help reduce the risk of excessive UV sun exposure for staff and students.

Implementation

- No hat = Outside play only in specified, shaded, areas of the school
- Parents must supply a school hat for their child from the start of September to the end of April
- Staff will ensure that the SunSmart policy is reflected in the planning of all outdoor activities.

In the event of temperatures reaching 35+ degrees, a Hot Day timetable will operate to minimise the time that students are outside in the middle of the day. On extreme weather days, the decision may be made for all students to remain inside during recess/lunch times.

Shade

Montmorency Primary School has identified two areas for students to be in, in the event of not having a hat at school, the northern and southern end of the Junior Building. As well as this we will provide sufficient options for shelter and trees to provide shade on school grounds, particularly in places such as:

When building works or grounds maintenance is conducted at Montmorency Primary School that may impact on the level of shading available to staff and students, a review of the shaded areas available will be conducted and further shading installed as appropriate.

Sun Protective Uniform/Clothing

Montmorency Primary School recommends that from mid-August to end of April, and whenever UV levels reach 3 and above, students come to school wearing sun-protective clothing such as:

- Loose, cool, closely-woven fabric
- Shirts with a collar and/or high necklines
- Tops with elbow length or long sleeves
- Longer style shorts and skirts, extending to the mid-thigh or lower. Short bike/active shorts are for under school dresses only)



Connection Curiosity Courage Compassion

- Rash vests or t-shirts for outdoor swimming activities.

Montmorency Primary School's school uniform and dress code includes sun-protective clothing, including:

- Loose, cool, closely-woven fabric
- Shirts with a collar and/or high necklines
- Tops with elbow length or long sleeves
- Longer style shorts and skirts, extending to the mid-thigh or lower. Short bike/active shorts are for under school dresses only).

From mid-August (exact date to be set by the school annually) to 30 April, all students must wear a sun protective hat that shades the face, neck and ears for all outdoor activities. Hats may also be worn for all outdoor activities outside of the August to April time period, by parent or student choice.

Students are required to wear a school hat or another hat style that protects the face, neck and ears when outdoors (broad-brimmed, bucket or legionnaire). Students who are not wearing appropriate protective clothing or a hat may be asked to play in the shade or in a suitable area protected from the sun.

Sunscreen

Montmorency Primary School encourages all staff and students to apply SPF30 (or higher) broad-spectrum, water-resistant sunscreen daily whenever UV levels reach 3 and above. Sunscreen should be applied at least 20 minutes before going outdoors and reapplied every two hours according to manufacturer's instructions.

Montmorency Primary School supplies Sunscreen in the First-Aid office for students and staff. Families are also encouraged to supply their own sunscreen to suit their child's skin and sensitivities, which stays in their child's bag. Children are encouraged to reapply sunscreen themselves during school time.

Staff and families should role model SunSmart behaviour and are encouraged to apply SPF 30 (or higher) broad-spectrum, water-resistant sunscreen when outside.

Sunglasses

Where practical, Montmorency Primary School encourages students and staff engaged in outdoor activities to wear close-fitting, wrap-around sunglasses that meet the Australian Standard 1067 (Sunglasses: Category 2, 3 or 4) and cover as much of the eye area as possible.

Curriculum

Students at our school are encouraged to make healthy choices and are supported to understand the benefits and risks of sun exposure. Montmorency Primary School will address sun and UV



Connection Curiosity Courage Compassion

safety education as part of the health curriculum.

Staff are encouraged to access resources, tools, and professional learning to enhance their knowledge and capacity to promote SunSmart behaviors across the school community.

Engaging students, staff and families

SunSmart behaviors are regularly reinforced and promoted to the whole school community through newsletters, staff and parent meetings, school assemblies, student and teacher activities and at student enrolment/new staff orientation.

FURTHER INFORMATION AND RESOURCES

- the Department's Policy Advisory Library:
 - [Sun and UV Protection Policy](#)
 - [Duty of care](#)
- [SunSmart](#)
- [Achievement Program's](#) SunSmart policy

REVIEW CYCLE

Policy last reviewed	November, 2025
Consultation	School Council and Internal
Approved by	School Council
Next scheduled review date	November, 2029