



# HORRBRIDGE PRIMARY and NURSERY SCHOOL

## Policies & Procedures

**TITLE:** Sun Safety Guidance

### **DOCUMENT MANAGEMENT**

This document constitutes version one and was **adopted** on 29<sup>th</sup> April 2026, by the Governing Board.

The document is subject to **review by the Headteacher in Summer 2028.**

The school conducted an Equality Impact Assessment on this policy in **April 2026.**

# Introduction

Horrabridge Primary and Nursery School is committed to the health and safety of the children within our care. 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.

## Sunsmart

Sunsmart is the national skin cancer prevention campaign run by Cancer Research UK. The Sunsmart schools initiative encourages schools to develop and adopt sun protection policies. They are part of a broader campaign communicating effective skin cancer prevention messages to the general public. In compiling this policy, the Trust has referred to the guidance given.

**The five key Sunsmart skin cancer prevention messages are:**

1. Stay in the shade from 11am to 3pm when you can
2. Make sure you never burn
3. Always cover up - wear a t-shirt, hat and wraparound sunglasses
4. Remember children burn more easily
5. Then use factor 30+ sunscreen. Shade during the day, when the sun is very strong and the children are outside, we will make use of shaded areas.

## Clothing

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. Drinking water is freely available throughout the day within school.

## Sun Cream

Parents should apply sun cream to their child before they come to school. Parents are encouraged to apply 8-hour sun cream which is now widely available. 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 30 children during the day as this takes up valuable teaching time.

For children who are at school for over 8 hours a day, for example, those who stay for Breakfast or After School club, if parents think their child will need a 'top up', we will require them to send

sun cream in with a named label and will require your written consent to supervise your child to re-apply sun cream at After School club. However, with younger pupils (e.g. Early Years/key stage 1) we may support the re-application of sun cream with written consent.

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

Parents can support school by teaching children from an early age how to correctly apply sun cream which will greatly assist staff when children are reapplying cream for after school clubs as staff do not have the capacity to check every child has correctly applied the sun cream.

## Cancer Research UK Advice

### **Sun safety guidelines**

Too much ultraviolet (UV) radiation from the sun can damage skin cells and cause skin cancer. In the UK almost 9 in 10 cases of melanoma skin cancer could be prevented by staying safe in the sun and avoiding sunbeds.

No matter where you are, whether at home or on holiday, it's important to protect yourself from the sun. The sun is often strong enough to cause damage in the UK between mid-March and mid-October, even when it's cold or cloudy.

By using these three steps together, you can protect your skin and enjoy the sun safely:

1. Spend time in the shade, especially between 11am and 3pm in the UK.
2. Cover up with clothes, a wide-brimmed hat and UV protection sunglasses.
3. Apply sunscreen with at least SPF 30 and 4 or 5 stars. Use it generously, reapply regularly and use together with shade and clothing.

### **Sunburn increases your risk of cancer**

Anyone can get sunburnt. For people with darker skin tones, sunburn might feel tender or itchy. For people with lighter skin tones, sunburn might also look red or pink. The more easily you get sunburnt, the more careful you need to be in the sun. Protecting your skin by following our sun safety steps will help reduce your risk of getting sunburnt.

### **Useful links**

Find out more about your risk of sunburn

<https://www.cancerresearchuk.org/about-cancer/causes-of-cancer/sun-uv-and-cancer/the-uvindex-and-sunburn-risk>

What to do if you have sunburn

<https://www.nhs.uk/conditions/sunburn/>

## **Shade**

Spending time in the shade helps to protect your skin from the sun's UV rays.

### **Create shade**

Spend time under trees, canopies, sun umbrellas or parasols, or go indoors. This helps protect you from the sun's UV rays, and provides a break from the heat too!

- Some shade protects you more than others. Trees can be convenient, but remember that when the wind blows, gaps in the branches and leaves can let UV rays through. UV rays can also get through some fabrics and reflect off the ground. So, remember to cover up with clothes and a hat, and use sunscreen too!
- Shade sails, sun umbrellas or parasols often show the ultraviolet protection factor (UPF) on the label. This tells you how good the protection is against UV rays. A UPF of 30 to 49 offers very good protection, while UPF 50+ is rated as excellent. But UPF can be reduced if the material is damaged or weathered.

### **Move with the shade**

Remember that the sun moves across the sky throughout the day, and so shaded spots move too. Be sure to check where the shade is so that you're still protected. If you can't move with the shade, then use umbrellas or parasols to create shade where you are.

### **Don't be fooled by the weather**

Even on cloudy, windy or cooler days you can still get sunburnt. Over 90% of UV rays can pass through cloud. So be sure to still find shade, cover up and use sunscreen.

### **Covering up with clothing, hats and sunglasses**

Protect your skin from the sun with clothing, a wide-brimmed hat and UV protection sunglasses.

#### **Clothing**

The more skin that's covered by your clothing, the better the protection.

- Choose clothing that's loose-fitting, ideally with long sleeves or at least covering your shoulders
- Look for materials with a close weave – hold the material up to the light to check you can't see through the fabric. You may also see UPF ratings on some clothing.
- Try to wear dark or bright colours. Intense colours can help filter more UV rays.

#### **Hats**

Choose a wide-brimmed hat that shades your face, ears and neck for the most UV protection.

#### **Sunglasses**

Sunglasses can protect your eyes from UV rays. You might think that darker lenses mean a higher protection from UV rays, but this isn't always true. When choosing sunglasses look for:

- 'CE Mark'
- UV 400 label and/or 100% UV protection written on the label or sticker
- Protection at the side of the eye, for example, wraparound styles, sports glasses or bigger sunglasses

## **Sunscreen**

No sunscreen, no matter how high the Sun Protection Factor (SPF), can provide 100% protection from the sun. So, it should be used together with shade and clothing to give your skin the best protection. We recommend using sunscreens with:

- SPF 30 or higher (UVB protection)
- A high star rating of 4 or 5 stars (UVA protection)

UVA protection can also be shown by the letters 'UVA' in a circle. So, if you can't find the star rating on the bottle, make sure the product you use has this symbol instead. The UVA circle symbol means it meets the EU minimum standard for UVA protection.

Skin damage and sunburn can still happen when wearing sunscreen, even one with a high SPF and star rating. Using sunscreen doesn't mean you should stay out in the sun for longer. Always use sunscreen together with shade and clothing.

Sunscreen also doesn't make sunbathing or tanning safe. A tan is a sign of skin damage. If you want a tan, using fake tan from a bottle or getting a spray tan is safer than sunbathing or using sunbeds. [Find out more on our page about fake tan.](#)

### **Tips for using sunscreen**

- Choose a lotion, pump spray or roll-on product, not an aerosol. Aerosol sunscreens can be patchy and do not provide a thick-enough layer for protection.
- Make sure you put enough on – people often put on much less sunscreen than they need to. Apply sunscreen evenly and thickly.
- Reapply sunscreen regularly throughout the day including 'once a day' and 'water resistant' products. Sunscreen can rub, sweat or wash off – even if it's supposed to be waterproof. It's especially important to put more on after swimming, sweating or drying off with a towel.
- Reapplying also helps you to cover more of your skin and not miss any areas.
- Use sunscreen even if you have SPF in your moisturiser or makeup, as those products don't give a thick-enough layer of protection on their own. And they aren't usually reapplied.
- Check the expiry date on your sunscreen before you use it. Look for a symbol with an open lid, the letter M and a number. This shows how many months the sunscreen will last once open.

### **Does the brand of sunscreen make a difference?**

It doesn't matter which brand you buy, as long as you choose a product with at least SPF 30 and 4 or 5 stars. And remember to apply it regularly and generously! Pick a sunscreen that works for you – if you like the feel and smell, and it's affordable, you're more likely to use it. Cancer Research UK does not endorse any specific brand of sunscreen.

### **Sun Safety for Children**

Sun safety is important at all ages. The best way to protect adult or children's skin is to use a combination of shade, clothing and sunscreen.

Remember, sunscreen doesn't give complete protection from the sun. It always needs to be used together with shade, clothing, a hat and UV protection sunglasses. Apply sunscreen regularly and generously, using a minimum of SPF 30 and a 4 or 5-star rating.

Sunscreen should not be used on babies under 6 months old, so think about shade and covering them up with clothing. The NHS recommends that children under 6 months old

should be kept out of direct sunlight. <https://www.nhs.uk/live-well/seasonal-health/sunscreen-and-sun-safety/>

Children and teenagers might need a reminder or a helping hand when it comes to sun safety. But setting a good example yourself is a great way to help them learn how to be safe in the sun.

## Heatwaves

The government guidance [Looking after children and those in early years settings during heatwaves: for teachers and professionals \(2023\)](#) provides advice on action to be taken during heatwaves.

The heatwave threshold is met when a school experiences a period of at least three consecutive days with daily maximum temperatures meeting, or exceeding, the heatwave temperature threshold which is:

- 28 degrees centigrade for schools in London and Cambridgeshire
- 27 degrees centigrade for all other schools

## Risks from Heat

### Heat stress

Children suffering from heat stress may seem out of character or show signs of discomfort and irritability (including those listed below for heat exhaustion). These signs will worsen with physical activity and, if left untreated, can lead to heat exhaustion or heatstroke.

### Heat exhaustion

Symptoms of heat exhaustion vary but include one or more of the following:

- tiredness
- dizziness
- headache
- nausea
- vomiting
- excessive sweating and pale, clammy skin
- confusion

### Heatstroke

When the body is exposed to very high temperatures, the mechanism that controls body temperature may stop working. Heatstroke can develop if heat stress or heat exhaustion is left untreated, but it can also occur suddenly and without warning. Symptoms of heatstroke may include:

- high body temperature – a temperature of or above 40°C (104°F) is a major sign of heatstroke
- red, hot skin and sweating that then suddenly stops
- fast heartbeat
- fast shallow breathing
- confusion/lack of coordination
- fits
- loss of consciousness

### **Actions to protect people suffering from heat illness**

In the event of a student or staff member suffering from heat illness, the following steps to reduce body temperature should be taken immediately:

1. Move the person to as cool a room as possible and encourage them to drink cool water (such as water from a cold tap).
2. Cool the person as rapidly as possible, using whatever methods you can. For example, sponge or spray them with cool (25 to 30°C) water – if available, place cold packs around the neck and armpits, or wrap them in a cool, wet sheet and assist cooling with a fan.
3. Dial 999 to request an ambulance if the person doesn't respond to the above treatment within 30 minutes.

***If a person loses consciousness, or has a fit, place them in the recovery position, call 999 immediately and follow the steps above until medical assistance arrives.***

### **Protecting children outdoors**

During periods of high temperature, the school takes appropriate account of the following principles:

- children should not take part in vigorous physical activity on very hot days, such as when temperatures are in excess of 30°C
- encourage children playing outdoors to stay in the shade as much as possible
- children should wear loose, light-coloured clothing to help keep cool and sunhats with wide brims to avoid sunburn
- use sunscreen (at least factor 15 with UVA protection) to protect skin if children are playing or taking lessons outdoors for more than 20 minutes
- provide children with plenty of water (such as water from a cold tap) and encourage them to drink more than usual when conditions are hot

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### **Protecting children indoors**

During periods of high temperature, the school considers the following steps:

- open windows as early as possible in the morning before children arrive, or preferably overnight to allow stored heat to escape from the building – it is important to check insurance conditions and the need for security if windows are to be left open overnight
- almost close windows when the outdoor air becomes warmer than the air indoors – this should help keep the heat out while allowing adequate ventilation
- use outdoor sun awnings if available, or close indoor blinds or curtains, but do not let them block window ventilation
- keep the use of electric lighting to a minimum
- switch off all electrical equipment, including computers, monitors and printers when not in use – equipment should not be left in ‘standby mode’ as this generates heat
- if possible, use those classrooms or other spaces which are less likely to overheat, and adjust the layout of teaching spaces to avoid direct sunlight on children
- oscillating mechanical fans can be used to increase air movement if temperatures are below 35°C – at temperatures above 35°C fans may not prevent heat-related illness and may worsen dehydration
- if necessary, consider rearranging school start, finish, and play times to avoid teaching during very hot conditions
- encourage children to eat normally and drink plenty of cool water

### **Major events**

If the school is holding a major event involving significant numbers of people during a heatwave, the guidance [Hot weather advice: planning events and mass gatherings May 2023](#) will be followed.

The major points covered by this guidance are:

- identifying hot weather as a potential risk in event risk assessments and ensuring plans are in place to reduce the impact of hot weather
- providing adequate drinking water throughout the event in line with potable water and food hygiene plans
- having a plan in place to increase shaded areas
- planning activities at times of the day when it is cooler such as the morning or evening and advising attendees to stay out of the sun at the hottest time of the day between 11am and 3pm

- ensuring good public communications on how to reduce the risk associated with hot weather during the event and ensuring plans are in place to make changes to the event should there be extremely hot weather forecast

### **Fires**

Due to the increased risk of conflagration, in the run-up towards, during and for an appropriate period after a heatwave:

- students are taught about the dangers of fires
- no staff member involved in Learning Outside the Classroom (eg Forest School) permits any fire-utilising activities or activities that may indirectly be incendiary

## 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/>

# Appendix A

## AFTER SCHOOL CLUB SUN CREAM RE-APPLICATION CONSENT FORM

Name of

Child: \_\_\_\_\_

Year /

Class: \_\_\_\_\_

I confirm that I have read the Horrabridge Primary and Nursery School Sun Safety Guidance and acknowledge that 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 for After School Club to ensure they remain protected after 8 hours since protection was applied at home.

With younger pupils (e.g. Early Years/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.

Parents can support school by teaching children from an early age how to correctly apply sun cream which will greatly assist staff when children are reapplying cream for after school clubs as staff do not have the capacity to check every child has correctly applied the sun cream.

Signed: : \_\_\_\_\_

Name: : \_\_\_\_\_

Date: : \_\_\_\_\_