



Caversham Preparatory School

Policies and Procedures

Sun Safety and Hot Weather Policy

Sun Safety and Hot Weather Policy

This policy is written for all pupils, including those in the EYFS.

We want our staff and pupils to enjoy the sun safely. At the beginning of the summer term every year, parents/guardians are sent a letter reminding them of the dangers of sun exposure and preventative measures, and informing them of our sun safety policy. It will explain what the school is doing about sun protection and how parents are asked to help.

Education

- All pupils will learn about sun safety and protecting their skin through curriculum opportunities at least once a year (use of 'SunSmart' website resources).
- We will talk about how to be 'SunSmart' in assemblies at the start of the summer term every year.
- Staff will be reminded in April every year about the schools sun safety policy and the 'SunSmart' lessons that can be delivered. Information will be made available in the staff room.
- Pupils will be told about the importance of drinking more water when it is hot and will be encouraged to bring water to school and to make use of water cooler stations.
- We will regularly remind pupils, staff and parents about sun safety through newsletters and letters regarding educational visits and activities for pupils.
- Staff will be encouraged to praise pupils that adhere to sun protection guidelines.

Protection

We will provide an environment that enables pupils and staff to stay safe in the sun, by:

Shade

- Staff will encourage pupils to use shady areas of the school and its grounds during breaks, lunch hours, sports days and trips out.
- We will hold outdoor activities in areas of shade whenever possible.
- We put up gazebos in the school garden to shade the children from direct sunlight.

Timetable

- The Sports Day event has been moved to a 9.30 am start to avoid the midday sun.
- If the sun is too hot PE lessons or any outdoor lessons will be held indoors, will be held under shade or will have their time slot changed.

Clothes

- We actively encourage all pupils to wear their school sunhat when playing outside.
- Staff can wear hats when on outdoor duty or delivering lessons outdoors.
- Parents will be asked to ensure their children wear appropriate clothing during hot weather.

Sunscreen

- The use of child factor all day sunscreen is encouraged across the whole school day and during outdoor school trips or visits.



Caversham Preparatory School

Policies and Procedures

Sun Safety and Hot Weather Policy

- We will remind parents to provide their child(ren) with sunscreen for school trips and events.
- We will hold a stock of sunscreen for the Reception Class.

Hydration

- All children will be reminded to drink more water in hot weather.
- Water will be provided outside in jugs during break times.
- Water will be provide outside for Aftercare.

EYFS and Infants

- Parents will be asked to apply sunscreen to their children before they come to school.
- Parents will be given the option of 'opting out' for their children not to have sunscreen applied by a Teacher or Teaching Assistant.
- Parents will be asked to sign a form giving permission for their children to bring to school their own sunscreen to school and apply it themselves.
- The sun cream must be labelled with the pupil's name and will be stored in crates and kept by the class teacher.
- The crates of sunscreen will be made available to the pupils during break times, lunch times and after school.
- Pupils will be supervised with the application of their sunscreen.

Key Stage 2

- Parents will be asked to apply sunscreen to their children before they come to school.
- Parents will be asked to provide their child(ren) with their own sunscreen to bring to school so that they can apply it themselves.
- The pupils will be encouraged to apply sunscreen themselves before playtimes, lunchtimes and after school.
- Pupils will be supervised with the application of their sunscreen.

Staff

- Staff will be encouraged to wear sunscreen during PE or outdoor lessons and when on playground duty.



Caversham Preparatory School

Policies and Procedures

Sun Safety and Hot Weather Policy

Policy Administration

Linked Policies

This policy also needs to be in line with other school policies and therefore should be read in conjunction with the following school policies:

- Health and Safety Policy
- First Aid Policy

Quoted Legislation and Guidance

Review Schedule

Update Schedule – 3 Years or in response to any changes required

Update and Review Log

Updated/ Reviewed By	Date	Notes
J Lawson	April 2010	
J Lawson	April 2013	
J Lawson	April 2016	EYFS, KS1 and KS2 given different guidelines about who applies their sunscreen
J Lawson	April 2019	Hydration
A Lawson	Apr 2022	Review and update