

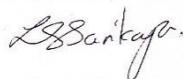


# THE ST. BART'S ACADEMY — TRUST —

## **Sun Safety Policy**

**May 2023**

**The St. Bart's Academy Trust**  
**Sun Safety Policy**

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<b>Approved by Trust Board:</b>		<b>Lisa Sarikaya</b> Chief Executive Officer
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<b>Date</b>	<b>Section Amended</b>	<b>Signature</b>
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## **Statement of intent**

At St Bart's Multi-Academy Trust, we are committed to ensuring our Trust community is kept safe at all times. The Trust recognises the risks to health posed by overexposure to the sun's ultraviolet (UV) radiation. The Trust also recognises that children are at greater risk of ill health from heat than adults as they cannot control their body temperature as efficiently because they do not sweat as much.

This policy outlined the framework in which our academies will identify, manage and minimise the risks of hot weather and UV rays to its staff and pupils.

## 1. Legal framework

This policy has due regard to all relevant legislation and statutory guidance including, but not limited to, the following:

- Health and Safety at Work etc. Act 1974
- The Management of Health and Safety at Work Regulations 1999
- The Education (School Premises) Regulations 1999
- Department of Health and Social Care, NHS England and UK Health Security Agency (2022) 'Looking after children and those in early years settings during heatwaves: for teachers and professionals'
- UK Health Security Agency and NHS England (2022) 'Heatwave Plan for England'

## 2. Roles and responsibilities

The **Principal** is responsible for:

- Obtaining consent forms from parents to ensure staff have permission to apply sunscreen to EYFS pupils or those pupils with additional needs who will need support to apply sunscreen. Older children will apply sunscreen independently, albeit under supervision.
- 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 the academy should be closed and 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.

**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.
- Ensuring sunscreen is only applied to EYFS and other pupils with additional needs where consent has been provided and in line with this policy.
- Recognising and being alert to the signs of heat stress, heat exhaustion and heatstroke.

**Parents** are responsible for:

- Sending their children to the academy with the necessary sun safety precautions, e.g. sunscreen, hats and water bottles (if not already provided by the academy).
- Completing the Parental Consent to Apply Sunscreen form if applicable to their child (ren).
- Encouraging their children to practice sun-safe precautions.

### 3. Minimising risks

Each academy is committed to ensuring the welfare and wellbeing of pupils. To minimise the risk of ill health during high temperatures, it will:

- Encourage staff and pupils to keep as much of their skin as possible covered up during the summer months
- Encourage children to wear sun hats
- Encourage staff and pupils to apply sunblock, or broad-band sunscreens with high sun protection factors (at least SPF15) to protect skin
- 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
- Ensure children do not take part in vigorous physical activity on very hot days, such as when temperatures are in excess of 25°C
- Situate water points and rest areas in the shade
- Encourage staff and pupils to eat normally drink plenty of water to avoid dehydration
- Where pupils have suffered from a sun-related illness, e.g. sunstroke, a trained first aider will provide appropriate support in accordance with the school's First Aid Policy.

The following measures to protect staff and pupils indoors will be considered:

- Opening windows as early as possible in the morning before pupils arrive – where the outdoor air is warmer than the air indoors, windows will be opened only slightly
- Minimising the use of electrical lighting and electrical equipment, e.g. computers, monitors and printers, including switching anything off that is not in use
- Using teaching spaces with a cooler temperature that are less prone to overheating wherever possible and adjusting the layout of classrooms to avoid direct sunlight on people
- Using outdoor sun awnings where available, and closing indoor blinds or curtains without blocking window ventilation
- Adjusting academy start and finish times, and break times, e.g. extending the morning break and shortening lunchtime, to minimise time spent outdoors in high temperatures
- Using oscillating mechanical fans 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
- encourage children to eat normally and drink plenty of cool water

### 4. Clothing

During the summer months, when high temperatures prevail, everyone working at or attending the academy will be encouraged to protect their face, neck and ears using a sun-safe hat with a wide brim if possible.

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

Everyone working at or attending the academy during daylight hours will be encouraged to wear sun-safe clothing that covers as much of their skin as possible. This includes wearing:

- Light-coloured and loose fitting shirts and dresses with sleeves and collars or covered necklines.
- Longer style skirts, shorts or trousers.

- Tops that cover the shoulder area.

During hot weather, lightweight clothing will be required to reduce the risk of overheating.

Pupils will be advised not to wear their ties, jumpers or blazers during hot weather.

Pupils not wearing sun-safe clothing will be required to play in an area protected from the sun.

## 5. Sunscreen

Everyone working at or attending the academy will be encouraged to apply at least SPF 15 broad-spectrum water-resistant sunscreen 20 minutes before going outside and reapply at regular intervals (it is recommended at least every 2 hours).

Pupils will be asked to provide their own sunscreen in a bottle labelled with their name.

Sunscreen will be handed to a member of staff and stored in a cool, dry place. Sunscreen will be self-administered, under supervision, where possible. If the pupil is in Nursery or Reception or has additional needs, adults will assist the application of sunscreen, provided the parent / carer has completed and returned a consent form.

Teachers and other staff members will not be encouraged, and will not be required, to apply sunscreen to other pupils, due to the potential for allegations of abuse.

## 6. PE and outdoor activities

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

Appropriate clothes, hats and sunscreen will be worn during PE in hot weather, and participants will remain suitably hydrated. Where appropriate, PE uniform rules will be relaxed to allow pupils to wear loose, light-coloured clothing.

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

On days above 30°C, PE lessons and outdoor activities, including play times, will be held indoors to prevent any kind of illness resulting from physical activities in hot conditions.

The Principal will decide if an educational visit needs to be cancelled for safety reasons due to high temperatures, with regard paid to weather forecast, the age of pupils attending, and the extent of physical activity required.

## 7. Hot weather procedures

Windows will be opened where possible to allow natural ventilation; where windows cannot be opened or it is unsafe to do so, alternative means of artificial ventilation will be available.

The site manager/premises officer will ensure appropriate and effective ventilation procedures can be implemented.

The Principal will communicate with parents / carers reminding them to send their children to the academy with appropriate clothing, sunhats, clearly labelled sunscreen and a sufficient amount of water (if water bottles are not already provided).

Where the indoor temperature are significantly high and ventilation measures are unable to address this, the Principal in liaison with the Trust Compliance and Risk Manager and Trust Central Team will decide if the premises are unsuitable for working.

In this event, a statement will be issued to parents via text message or email, stating that children will be sent home, specifying the time frame by which children need to be collected.

## 8. Pupils and staff at greater risk

### Pupils

The Academy recognises that some pupils will be more susceptible to high temperatures. This includes:

- Children under 4 years of age
- Pupils who are overweight
- Pupils taking certain medication
- Pupils with disabilities, complex health needs, and specific medical conditions or disorders, e.g. albinism.

The school nurse or relevant professionals involved in the pupil's care may be able to advise on the particular needs of the individual child. Staff should be made aware of the risks and how to manage them.

### Staff

Members of staff who are more susceptible to high temperatures will be asked to consult their GP or other relevant professionals and share with the academy advice on additional precautions to take.

General precautions, e.g. being excused from outside playground duty, will be implemented where appropriate for staff members with medical conditions, including those who are pregnant.

## 9. Ill health

Relevant staff members will be made aware of how to recognise the signs that a pupil may be suffering from ill health due to the heat. This includes the following:

**Heat stress** – Pupils may appear out of character or show signs of discomfort and irritability, including the symptoms 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 can vary but typically include one or more of the following:

- Tiredness
- Dizziness
- Headache
- Nausea
- Vomiting
- Excessive sweating and pale, clammy skin
- Confusion

**Heatstroke** – This can develop when heat stress or heat exhaustion is left untreated, but it can also occur suddenly and without warning. Symptoms include:

- High body temperature (at or above 40c is a major sign)

- Red, hot skin and sweating that then suddenly stops
- Fast heartbeat and fast shallow breathing
- Confusion/lack of co-ordination
- Fits
- Loss of consciousness

Where a pupil is suffering from heat illness, the following steps will be taken immediately:

- Moving the pupil to as cool a room as possible and encouraging them to drink cold water
- Cooling the pupil as rapidly as possible, using whatever methods possible, e.g. sponging or spraying the pupil with cool (25 to 30c) water, placing cold packs around the neck and armpits, wrapping the pupil in a cool, wet sheet, a fan
- Where the pupil does not respond to treatment within 30 minutes, an ambulance will be called
- If the pupil loses consciousness or has a fit, they will be placed in the recovery position and an ambulance called immediately; treatment to cool the pupil will continue until the ambulance arrives.

## 10. Curriculum

Sun protection will be actively promoted to pupils at key points of the year, such as before and during the summer term, through for example, assemblies, class discussions and lessons.

Information regarding sun protection will be sent to parents in the summer term.

## 11. Monitoring and review

The Trust will review this policy every **three** years.

## Appendix 1 – Parental Consent to Apply Sunscreen

# The St. Bart's Academy Trust Parental Consent to Apply Sunscreen



Academy:	
Name of child:	

I give permission to the staff of the academy to apply a sunscreen product that I have provided to my child, when my child will be playing outside in hot conditions.

I further understand that sunscreen will only be applied to the face, tops of ears, nose, bare shoulders, arms and legs.

**Please complete the form below to ensure the school has all applicable information regarding the use of sunscreen for your child:**

I give staff permission to apply the sunscreen I have provided to my child.	<input type="checkbox"/>
I confirm that I have clearly labelled the sunscreen with my child's name.	<input type="checkbox"/>

Parent / Carer / Guardian	Name	
	Signature	
	Date	

Please return this form to your child's class teacher together with a bottle of sunscreen clearly labelled with your child's name.





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