



# Springvale Primary School

**Policy Title: Sunscreen**

**Date of Review: Spring 2025**

**Review by: Spring 2028**

**Signed by:**

**Chair of Governors**

**All policies available at [www.springvaleprimary.org](http://www.springvaleprimary.org)**

# SPRINGVALE PRIMARY SCHOOL

## Sunscreen Policy Spring 2025



### Introduction

This policy has been formally adopted by the governors of Springvale Primary School. It was initially presented as a model policy by B.M.B.C. and it has been accepted or adapted to reflect our practice.

### Aims and Principles

The policy is underpinned by the central aims of Springvale Primary and values held by the school community:

#### Aims of the school

- Springvale is committed to promoting high standards of academic achievement for all learners in all subjects.
- As a school we will continue to develop and instil key life skills and values in our pupils.
- We will encourage positive relationships and communications between home, our community and the wider world.

In particular, Springvale School has an inclusive approach to our provision. Our aim is always to involve all our children and stakeholders in all areas of the curriculum and school life. In accordance with our **Disability Equality Scheme** we recognise that this may mean making special adaptations or arrangements from time to time for children with specific disabilities. We welcome the involvement of disabled adults in all areas of school life.

### **Background Information**

Springvale Primary School is a caring and open school, where parents, children, staff and the wider school community all know that their views and needs will be listened to, in both education and personal areas.

## **Guidance on the Use of Sunscreen in Schools**

### **Introduction**

The purpose of this guidance is to clarify the position with regard to sunscreen use in schools and to highlight the main points schools need to consider in managing the subject of sun safety for pupils within the school day or during off-site educational visits. Sun safety should be viewed as part of a whole school policy that seeks to encourage the health, safety, well-being and education of its pupils. Parents and/or carers have a vital role to play and their support and involvement is essential.

Skin cancer is one of the most common cancers in the UK and the number of cases is rising at an alarming rate. The majority of cases could be prevented since most skin cancers are caused by UV radiation from the sun. This is particularly important for children whose skin is more delicate and easily damaged. Sunburn in childhood can double the risk of cancer in future years and the damage is not seen immediately because it takes years to develop.

### **Legal Position**

Parents and/or carers are a child's main carer and have prime responsibility for their child's health. The school's responsibility is encompassed in health and safety legislation which requires schools to have a written health and safety policy and to conduct risk assessments. The potential for prolonged exposure to the sun and the risk of sunburn while at school or on school outings should be considered as part of the risk assessment process and measures put in place to minimise the risk.

Under the terms and conditions of their contracts, teachers are not required to administer medicines or give first aid to pupils. However there is no legislation that prevents teachers and support staff from administering sunscreens but they would do so on a purely voluntary basis. Teachers and support staff will need to use their own professional judgement to decide whether or not they volunteer to administer sunscreen.

Physical contact with children can put teachers and support staff at risk of allegations of abuse, but physical contact is not itself unlawful. For example, giving first aid, or assisting young children or those with special educational needs may be necessary, and with parental consent would be acceptable. However, schools should be mindful that staff who volunteer should apply the sunscreen by spreading it evenly, only over exposed areas of the face, neck, legs and arms of a child. An adult will never administer sunscreen needs without the presence of another appropriate adult.

## **Assessing the Risks**

Protection against the sun is necessary when UV radiation levels are at the highest. In the UK this is:

- between April and September and between 11 am and 3 pm;
- on cloudless days even when the temperature is not high or there is a cooling wind;
- when UV is also reflected, adding to the overall intensity that reaches the skin
  - light surfaces like concrete, water, sand and snow reflect UV.
    - The high risk periods will include lunch time for the main school, P.E. sessions and school visits. Foundation Stage children at Springvale Primary are more at risk due to the use of outdoor provision, but shelter is available under the canopy and in the woods. This will be used where appropriate on days of sunshine.

Springvale Primary has looked at their current practices, identifying any further sun protection measures that can be implemented. Outlined below are factors to be considered:

- how long children currently spend outdoors in the middle of the day;
- what sort of shade is available (if any);
  - Shade is provided under the canopies outside each classroom and by the pavilion in the playground and children are encouraged to use them on sunny days

- whether children and staff wear protective clothing (to cover arms & legs) and hats; ○ Children are encouraged to wear sun hats when playing outside. Caps can be ordered through school.
- whether sunscreen is encouraged and correctly used in school; ○ Parents are asked to ensure their child/ren have sunscreen applied before school. In addition, parents are able to provide sunscreen in a labelled bottle for their child to use in school. Along with giving permission for it to be administrated by staff.
- that children are reminded of times of high risk to wear sun hats and reapply sunscreen

All outdoor areas around school must be monitored by teaching staff during the morning and afternoon and the SMSA team during the lunch period. Places of increased risk include Foundation Stage play area, the main school playground, the games areas and the school playing field.

### **The Use and Application of Sunscreen in School**

The school insists that parents ensure sunscreen is applied to their child/ren before school. This is communicated in a letter which is emailed to parents on a yearly basis reminding them of the school policy.

The Authority recommends that parents and/or carers are encouraged to supply their own sunscreen for their child (bottles should be labelled with the pupil's name) and that self-application of sunscreen by pupils is the preferred option and practical in most circumstances. Most children will be able, with some direction, to apply sunscreens themselves. They should be instructed to spread it evenly over exposed areas of their body.

It is the responsibility of the parents to ensure that the sunscreen bottle is adequately filled and in date.

In circumstances whereby a child requires assistance with the application of sunscreen and staff volunteer to assist they should spread the cream evenly over exposed parts of the child's face, neck, legs and arms.

The Authority recommends that schools send out a letter to parents or carers informing them of the school's approach to sun safety, and that permission is gained in circumstances where it may be necessary for someone else to apply sunscreen to their child, for example if the child forgets to bring their own or they are away from school on residential visits.

The letter which Springvale Primary School sends out can be found at Annex 1 to this guidance.

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**ANNEX 1**

**Thursday 20<sup>th</sup> March 2025**

**Sunscreen Policy**

Dear Parent/Carer

**Use of Sunscreen in School**

With the weather improving, we would like to try and help protect the children against the effects of the sun, and would like your help in doing so please. We ask that:

- As the weather warms up, you ensure that a high factor sunscreen (SPF 15+) is applied to your child **before school**. (This includes Nursery children)
- For children from Reception upwards (i.e. those who are in school for the whole day) please send a bottle of (non-aerosol) sunscreen, **clearly labelled with the child's name**, into school. This will be saved in class for the children to apply at lunchtime, as appropriate.
- To minimise the time this will take, we ask that you teach your child to apply the cream effectively. We recognise that younger children, or children with particular Special Needs may experience some difficulty in applying cream themselves, and staff will endeavour to assist in these cases if you are happy for us to do so. There is no legal requirement for staff to do this, and I am grateful to them for their support in this matter. As Nursery children are only in for a part of the day, applying cream before they arrive should suffice. We strongly recommend however that a waterproof cream is used as the children do engage in water based play.
- Please also send your child with a suitable cap/hat and clothing that protects as much skin as possible. Sun caps with the school logo on can be purchased via the office.

Please be sure to ask your child or, in the case of younger children, the teacher, whether the sun cream has run out. If your child has a particular vulnerability to the sun which you would like us to be aware of, please advise the teacher in charge.

I ask that you complete the attached form so that the school has a record of your support for the sun safety procedures in school and your wishes with regard to sunscreen use by your child/ren.

Yours sincerely

**Mrs R Fearn**  
Headteacher

**Child's Name:** \_\_\_\_\_ **Class:** \_\_\_\_\_

**Please tick:**

I have read and support the content of the guidelines set out in this sunscreen letter.

I will provide my child/children with a non-aerosol sunscreen product for use at school and on off-site school visits, in accordance with school procedures.

I give my permission for approved teachers and support staff to apply sunscreen to my child/children when this is considered necessary.

**Signature of parent/carer** ..... **Date** .....