NYES | Health and Safety

USE OF SUNSCREENS PROCEDURES

Bishop Monkton C of E Primary School

General Statement

We believe in promoting Sun Safety to ensure that children and staff are protected from skin damage caused by the harmful ultra-violet rays in sunlight.

As part of our procedures we will:

- Educate children throughout the curriculum about the causes of skin cancer and how to protect their skin;
- Encourage children to wear clothes that provide good sun protection, and use sunscreens where appropriate;
- Seek shade, particularly in the middle of the day and to use shady areas during breaks, lunchtimes, sports and trips;
- Encourage staff and parents to act as good role models by practising sun safety;
- Regularly remind children, staff and parents about sun safety through newsletters, posters and activities for children;
- Drink plenty of water during hot, sunny weather;
- Make sure the Use of Sun Screens Procedure is working;
- We will regularly monitor our curriculum, assess shade provision, and review the sun safety behaviour of children and staff (use of hats, shade, etc.).

Procedures

We wish to encourage children to protect themselves from the sun. One way of doing this is to use sunscreen at the appropriate time. If a child is to use sunscreen on site, parents are asked to:

1) Provide the sunscreen product for use. The sunscreen must be:
   a) Clearly marked with the child's name.
   b) Replenished by the parent as needed.
2) The sunscreen product will be stored in the child's bag, drawer or other location designated by the site.
3) The child must be able to apply his or her own sunscreen (except Nursery and Reception children).
4) For Nursery and Reception parents: They are asked to apply sunscreen at home before a typical day, this will be reapplied as necessary by staff.

If it is considered necessary for staff to assist with the application of sunscreen, the sunscreen will only be applied to face, neck, arms, hands and lower legs. Parents are asked to provide written instruction to staff for their child's individual needs.

Signed:	Sally A Cowling
Date:	24th November 2025
Review Date:	24th November 2026

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Appendix 1

Model Letter to Parents Informing Them about the Site's Approach to Sun Safety.

Date

Dear Parent

Sun Safety on Site

We are concerned about protecting staff and children from sunburn and from skin damage that can be caused by the harmful ultra-violet rays in sunlight. Skin cancer is the most common form of cancer in the country. As sunburn and almost all skin cancers are caused by the sun, it is possible to prevent this happening. We believe that by encouraging sun safe behaviour on site and teaching children about the risks of sunlight, we can prevent them burning and contribute towards preventing skin cancer.

We would like your help and support in this matter. We will be encouraging children to avoid sunburn and overexposure to the sun by:

- **seeking the shade, particularly during the middle of the day**
- **wearing suitable hats**
- **wearing clothing that protects the skin, particularly for outdoor activities and trips**
- **using a high factor sunscreen (SPF 30+ with at least 4-star UVA protection).**

Staff will be encouraged to set an example. Some children are at greater risk of sunburn than others. For example, fair skinned, freckled children who burn easily are most at risk from overexposure to the sun and need to take great care when out in the sun. Staff on outdoor duties or in charge of outings will remind those most at risk of burning to cover up in the sun and use sunscreen.

You can help by encouraging your child to bring, and wear, a hat, particularly on sports days and trips and visits. Also by encouraging your child to wear longer sleeved shirts and longer shorts when outdoors. We will remind parents of the sun safety policy from time to time, particularly around the start of the summer term, sports days, and outings.

Sunscreens provide added protection and may be useful when other measures are not available. Dermatologists recommend that a sunscreen with a high sun protection factor (SPF).

We encourage parents to provide sunscreen for this purpose. We also wish to encourage children to protect themselves from the sun. One way of doing this is to use sunscreen at the appropriate time. If a child is to use sunscreen on site, parents are asked to:

1) Provide the sunscreen product for school use. The sunscreen must be:
   a) Clearly marked with the child's name.
   b) Replenished by the parent as needed.
2) The sunscreen product will be stored in the child's bag or other location designated by the site.
3) The child must be able to apply his or her own sunscreen (except Nursery and Reception children).
4) For Nursery and Reception parents: They are asked to apply sunscreen at home before a typical day, this will be reapplied as necessary by staff.

If it is considered necessary for staff to assist with the application of sunscreen, the sunscreen will only be applied to face, neck, arms, hands and lower legs. Parents are asked to provide written instruction to staff for their child's individual needs.

I would ask that you complete the attached form so that we have a record of your support for the sun safety procedure and your wishes with regard to sunscreen use by your child/ren. Please note that the use of aerosol sprays are not permitted.

Appendix 2

Model Parental Consent Form

(Establishment) wishes to encourage children to protect themselves from the sun. One way of doing this is to use sunscreen at the appropriate time. You are asked to sign this form to show that you have received the letter about the establishment's approach to sun safety and support the procedure.

Not all children are at equal risk of sunburn. If your child is at risk and you wish him/her to use a sunscreen on site, please indicate this below. You are asked to say whether you will provide a sunscreen.

Nursery/Reception Parents Only. The procedure states that whenever possible staff will supervise the application of sunscreen. Sometimes it may be necessary for staff to help children apply the sunscreen. Please indicate below whether you are happy for approved teaching or support staff to do this.

If your child has any allergies or skin sensitivities you may want to check with your GP before providing a sunscreen. The school will inform you if your child has any adverse reaction that may be due to the sunscreen.

CHILD'S DETAILS

Surname:

Forename(s):

Address:

M/F Date of Birth: Class/form:

Please tick:

I have read and support the Use of Sunscreens Procedure. ☐

I will provide my child/ren with a non-aerosol, high SPF sunscreen product for use on site and on outings in accordance with the site's procedures. ☐

I give my permission for approved staff to apply sunscreen when this is considered necessary. (Nursery/Reception Children ONLY). ☐

Signature	Date

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