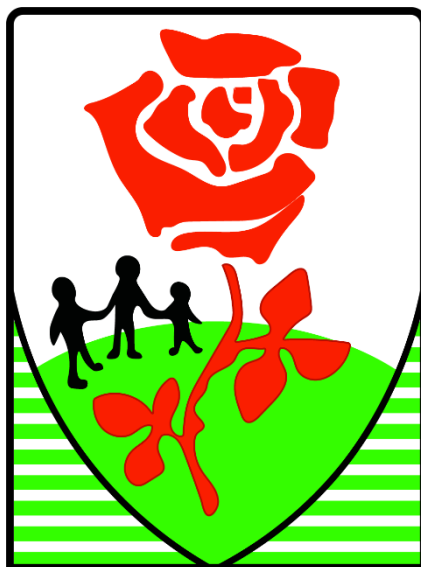


# Rosehill School

## Sun Safety and High Temperature Policy



<b>Key Personnel:</b>	School Business Manager / Site Manager
<b>Date adopted:</b>	April 2025
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# Rosehill School Sun Safety and High Temperature Policy

## Statement of intent

At Rosehill School, we are committed to ensuring our school community is kept safe at all times. The school recognises the risks to health posed by overexposure to the sun's ultraviolet (UV) radiation.

The school 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 outlines the framework in which our school will identify, manage and minimise the risks of hot weather and UV rays to our staff and pupils. The procedures outlined in this policy will be adhered to by all staff members, pupils, parents and visitors whilst on the school premises or attending a school event.

## 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
- **[Updated]** UK Health Security Agency (UKHSA) (2023) 'Looking after children and those in early years settings before and during hot weather: teachers and other educational professionals'
- UKHSA (2023) 'Adverse Weather and Health Plan'
- <https://educationhub.blog.gov.uk/2023/07/hot-weather-and-heatwaves-guidance-for-schools-and-other-education-settings/>
- Weather health alerts <https://ukhsa-dashboard.data.gov.uk/weather-health-alerts/heat>  
<https://ukhsa-dashboard.data.gov.uk/weather-health-alerts/heat?v=map&type=heat>

This policy operates in conjunction with the following school policies:

- First Aid Policy
- Child Protection and Safeguarding Policy
- Allegations of Abuse Against Staff Policy
- Managing Medical Needs and Medicines Policy
- **School Emergency Plan**

## 2 Roles and responsibilities

The headteacher is responsible for:

- Obtaining consent forms from parents to ensure staff have permission to apply sunscreen to pupils.
- 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 school 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 pupils 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.
- **Report problems and make suggestions**

Parents are responsible for:

- Sending their children to school with the necessary sun safety precautions, e.g. sunscreen, hats and water bottles.
- Completing the [Parental Consent to Apply Sunscreen](#) form.
- Encouraging their children to practice sun-safe precautions.

### 3 Minimising risks

The school is committed to ensuring the welfare and wellbeing of pupils **and staff**. To minimise the risk of ill health during high temperatures, the school will:

- Encourage staff and pupils to keep as much of their skin as possible covered up during the Summer months.
- Encourage staff and pupils to use sunscreen of at least sun protection factor (SPF) **30 to protect against UVB with at least 4-star UVA protection**
- Use sunscreen in accordance with the product's instructions.
- 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.
- Situate water points
- Encourage rest areas in the shade.
- Encourage staff and pupils to eat normally and drink plenty of water to avoid dehydration.
- Encourage staff and pupils to check their skin regularly for any unusual moles or spots and refer themselves to a qualified medical practitioner where necessary.
- Encourage the removal of PPE during rest periods, to help facilitate heat loss.
- Ensure all staff members, pupils and parents adhere to, this policy.
- 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 school start and finish times, and break times, e.g. extending the morning break and shortening lunchtime, to minimise time spent at school and outdoors in high temperatures.
- **Liaising with catering staff regarding the temperature within the kitchen and whether hot cooking processes should be reviewed and reduced.**







Where relevant to their role, staff members will be provided with training on the dangers of high temperatures, including how to recognise and respond to heat illness. All first aid training provided to staff members will cover heat illness.

#### 4 Clothing

During the Summer months, when temperatures reach above 25 degrees Celsius (°C), everyone working **outside** or attending the school will be encouraged to protect their face, neck and ears using a sun-safe hat with a wide brim.

The UV exposure index forecast can be found here:  
<https://weather.metoffice.gov.uk/forecast/gcrjm8jf7>

UV exposure index and the protection required to help keep you safe:

-  **No risk of UV** - It's safe to stay outside.
-  **Low** - You can safely stay outside. Consider sunscreen in direct sunlight.
-  **Moderate** - Take care during midday hours and do not spend too much time in the sun unprotected. Sunscreen advised.
-  **High** - Seek shade during midday hours, cover up and wear sunscreen.
-  **Very high** - Spend time in the shade between 11am and 3pm. Shirt, sunscreen and hat are essential.
-  **Extreme** - Avoid being outside during midday hours. Shirt, sunscreen and hat essential.

Pupils without sun-safe hats will only be permitted to play in an area protected from the sun, unless a sun-safe hat has been provided.

Everyone working **outside** at or attending the school during daylight hours will be required to wear sun-safe clothing that covers as much of their skin as possible. **When? During the whole of summer?** 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 jumpers or blazers during hot weather.

Pupils not wearing sun-safe clothing will be required to play in an area protected from the sun, if spare clothing cannot be provided.

Staff will encourage pupils to wear UV protected sunglasses. Staff will be encouraged to wear UV protected sunglasses. **Sunglasses with wraparound lenses or wide arms with the CE Mark and British Standard Mark 12312-1:2013 E**

## **5 Sunscreen**

Pupils will be asked to provide their own sunscreen in a bottle labelled with their name. Sunscreen will be stored in a cool, dry place and the expiry date will be monitored. Parental consent is required.

Sunscreen will be self-administered, under supervision, where possible.

Where a teacher or other staff member agrees to apply sunscreen to pupils, such as to our youngest pupils or a pupil with SEND, another member of staff will witness the application and parental consent will be obtained beforehand.

Teachers and other staff members will only apply sunscreen to pupils' faces, necks and arms.

Any allegations will be handled in line with the school's Allegations of Abuse Against Staff Policy.

Letters will be sent home during the Spring/Summer term asking for parental permission for school staff to apply, and supervise the application of, sunscreen to pupils.

## **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.

**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 Department of Health and Social Care recommends children should not take part in vigorous physical activity on very hot days, such as when temperatures are in excess of 30°C.

The headteacher will decide if a school trip 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 will ensure appropriate and effective ventilation procedures can be implemented to address school days where the indoor working temperature risks exceeding 24°C.

The headteacher will send School Comms reminding them to send their children to school with appropriate clothing, sunscreen and a sufficient amount of water.

Where the indoor temperature exceeds 26°C and ventilation measures are unable to address this, the headteacher will decide if the premises are unsuitable for working. In this event, a statement will be issued to parents via school comms stating that children must be sent home, specifying the timeframe by which children need to be collected.

The DfE do not advise schools to shut when there are high indoor classroom temperatures.

## 8 Pupils and staff at greater risk

### Pupils

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

- **[Early years settings]** 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, **eczema, cardiovascular disease, diabetes, kidney disease, asthma**

The schools Lead DSL involved in the pupil's care will be asked to advise on particular needs for a pupil. The school will follow any medical advice and all relevant members of staff will be made aware of the risks and how to manage them.

The school's Managing Medical Needs and Medicines Policy will be adhered to at all times.

### 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 school 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.

### Note:

Pupils and staff with darker skin may also need more time in sunlight to produce the same amount of vitamin D as people with lighter skin, however they should still avoid burning and take care in the sun as people of all skin tones can get skin cancer.

## 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

Pupils will be taught about the dangers of the sunlight, and information about sun protection will be incorporated into the curriculum as appropriate.

Sun protection will be actively promoted to pupils at key points of the year, such as before and during the Summer term, through PSHE and group time citizenship sessions.

Information regarding sun protection will be sent to parents in the Spring and Summer terms.

## **11 Monitoring and review**

The headteacher is responsible for reviewing this policy annually.

When evaluating the effectiveness of this policy the following methods will be considered:

- The completion of a sun safety questionnaire by pupils, measuring changes in pupils' knowledge, attitudes and behaviour.
- Gathering feedback from staff, parents and pupils.
- Monitoring incidences of sunburn to see if these are decreasing.

The next scheduled review date of this policy is April 2026.

Any changes to this policy will be communicated to all members of staff, parents and pupils.

[Appendix A – Parental Consent to Apply Sunscreen](#)

**Parental Consent to Apply Sunscreen**

I recognise that too much UV exposure may increase my child’s risk of sunburn and other associated problems.

I, therefore, give permission to the staff at Rosehill School to apply a sunscreen product with a sun protection factor of 15 or higher to my child, as specified below, when my child will be playing outside in hot conditions.

I further understand that teachers and other staff members will only apply sunscreen to pupils’ faces (including ears) necks, arms and backs of hands.

**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 sunscreen to my child.	Yes <input type="checkbox"/>	No <input type="checkbox"/>
My child burns easily.	Yes <input type="checkbox"/>	No <input type="checkbox"/>
If you answered yes to the above, please provide more information, e.g. if your child has albinism:		
My child has the following allergies:		
Staff may apply sunscreen to my child but, for medical reasons, only the following brands can be used (please send this to school with your child)		
Staff may apply sunscreen to my child but only to the following areas of my child’s body (see areas listed above)		

Name of child: \_\_\_\_\_

Parent name: \_\_\_\_\_ Date: \_\_\_\_\_

Parent signature: \_\_\_\_\_

Please return this form to the school office.

## Appendix B – Letter to Parents/Carers and SunSmart Information

Dear Parent/ Carer

Now the summer term has started, I wanted to write and tell you about our new **sun protection policy**.

We have developed this with the help of parents, teachers and pupils to ensure that we can all enjoy the sun safely over the coming months.

The sun's rays are particularly strong over the summer and they can damage children's skin. This may not seem like a problem right now, but it can lead to **skin cancer** in later life. Your child's health and wellbeing are very important to us, which is why we have decided to:

- Increase the amount of school time spent learning about sun protection.
- Provide shaded areas in the playground and around the school site.
- Encourage pupils to wear hats and t-shirts when outside.
- Encourage pupils to use at least SPF 15 sunscreen in summer months.

More details of these and other new sun protection plans can be found in our sun protection policy which I am attaching to this letter. I have also included SunSmart information on the next page, which will explain how to keep your child safe from the sun at home.

Your support is very important if our new policies are going to work. You can help by:

- Talking to your child about the importance of sun protection at home.
- Sending your child to school with a wide-brimmed hat.
- Returning the sunscreen permission slip at the bottom of school trip letters home.

Together I hope we can have a very happy and safe term to come!

All the best,

Cheryl Steele

Head Teacher

## SunSmart information

### Why is sun protection important for children and young people?

The number of cases of malignant melanoma, the most serious form of skin cancer is rising at an alarming rate. The good news is that the majority of these cases could be prevented. Most skin cancers are caused by too much ultraviolet (UV) radiation from the sun. If we protect ourselves from overexposure to the sun then we can reduce our risk. This is particularly important for children and young people whose skin is more delicate and easily damaged.

There are simple steps you can take to enjoy the sun safely – please see the information below:



### Self-care Information

# Sun Protection

Tips for staying safe in the sun  
"Supporting you to look after you and your family"

**Key advice:**

- Use sunscreen with a sun protection factor (SPF) of at least 30.
- Reapply sunscreen often, especially after being in the water.
- Spend time in the shade.
- Protect your eyes from the sun with sunglasses.
- Keep children under 6 months out of strong sunlight.
- Protect skin by covering up and wearing a hat.

### General Advice

- Sunburn increases your risk of skin cancer. Sunburn doesn't just happen on holiday – you can burn, even when it's cloudy.
- There's no safe or healthy way to get a tan. A tan doesn't protect your skin from the sun's harmful effects.
- Extra care should be taken with children and the elderly, as they are more likely to get sunburn, or suffer ill effects from the heat.
- Some medicines can make your skin more sensitive to sunlight. It is recommended to read the information leaflet that comes with your medicine. You can ask your pharmacist for advice if you are not sure.
- Follow how to apply instructions on sunscreen label.

### Sunscreen Tips:

- Use a sun protection factor (SPF) of at least 30 to protect against UVB and at least a four-star UVA protection. The letters UVA in a circle indicate it meets the EU standard for protection from UVA rays.
- Reapply sunscreen straight after you have been in the water (even if it is water resistant), and after using a towel, sweating, or when it may have rubbed off.
- Most people do not apply enough sunscreen, if it's applied too thinly the amount of protection is reduced.
- Do not use sunscreen past its expiry date.

UVB + UVA



## You could try

- ✓ **Spending time in the shade** when the sun is strongest. For example, in the UK, this is between 11am and 3pm from March to October.
- ✓ **Covering up** with suitable clothing such as a wide brimmed hat, long sleeved top, or long trousers or skirts.
- ✓ **Protecting your eyes from the sun** by using good quality sunglasses with wraparound lenses or wide arms.
- ✓ **Staying hydrated** by drinking plenty of fluids.
- ✓ **Children aged under 6 months should be kept out of direct strong sunlight.**



## Try not to

- ✗ Try not to spend any longer in the sun than you would without sunscreen.

[https://www.nottsapc.nhs.uk/media/xm4agtdj/sun\\_protection\\_self-care\\_apc.pdf](https://www.nottsapc.nhs.uk/media/xm4agtdj/sun_protection_self-care_apc.pdf)