



**BICKLEY PARK
SCHOOL**

Sun Safety Policy

Policy Review & Update Process			
Member(s) of SLT responsible for update	Bursar		
Sub-Committee responsible for review	Health & Safety		
ISBA template policy?	N/A		
Last Updated	June 2026	Updated by	TQ
Last review	July 2024	Next review	July 2028

Bickley Park School (DfE number 305/6002) is a member of the Sevenoaks Family of Schools and legally part of Sevenoaks School, a company limited by guarantee (4908949) and a registered charity (1101358) with a registered office at Sevenoaks School, High Street, Sevenoaks, Kent TN13 1HU. Any reference to governors, the governing body or the chair of governors refers to the governing body of Sevenoaks School. Any reference to local governors refers to the non-executive members of the Bickley Park School Local Advisory Board.

CONTENTS

Sun Safety Policy 2

Sun Safety Policy

Bickley Park School believes in promoting sun safety, to ensure that the children and staff are protected from skin damage caused by the harmful ultra violet rays in sunlight.

Protection: working to provide an environment that enables pupils and staff to stay safe in the sun. The school will continually evaluate its policy practice to ensure best practice.

As part of our health and safety policy, BPS will:

- Talk to the children about how to protect their skin from damage by the sun.
- Protect staff and pupils from excessive sun exposure.
- Raise awareness of the dangers of excessive sun exposure.
- Seek shade whenever possible, particularly in the middle of the day, and use shady areas during breaks, lunchtimes, sports and trips.
- Encourage staff and parents to act as good role models by practising sun safety.

On hot days, teachers will create through drafts by opening as many windows as possible and, if necessary, relocate to cooler teaching spaces. Children and staff are encouraged to drink regularly during the day but, during, hot sunny weather, particular care will be taken to remind them of the need to drink plenty of water.

Pupils are required to wear school uniform sun hats (named) when outside on sunny days. They should be kept at school between April and the end of September. They should be worn at all times in Pre-Prep and when pupils are outside for longer than 20 minutes in Prep.

Special caution will be taken by staff undertaking lessons outdoors on a hot day to ensure hydration and the use of shade are optimised.

Parents are encouraged to apply sun cream to their children before coming to school. Factor 30+ sun screen is recommended. Sun cream will be available should children need to reapply it. Parents should advise the school if their child is allergic to any form of sun cream.

On hot days, The Head of Pre-Prep and the Head of Prep will issue an email by noon to staff to advise if there is to be 'Summer Smart Order' (this replaces Shirt Sleeve Order). This will allow the children to take off their blazers for the rest of the day and put them in their lockers. In the event a prolonged period of hot weather is forecast, parents and staff will be informed that children may come to school without blazers and ties.

The school will regularly remind children, staff and parents about sun safety through newsletters, posters, parent meetings and activities for pupils.

This policy also applies to the Early Years Department.