Clybiau Llywodraethwyr a Chylch Chwarae
Gresffordd Gresford
Governors' Clubs and Playgroup

Sun Safety Policy

Equality Act Impact Assessment	YES	NO	Ionawr 2025
Last Review Date	May 2026		
Date to be reviewed	May 2027		
Date Adopted by Management Committee	10.06.2026		
Responsible Individual - Mr Richard Hatwood			
Chair of Management Committee – Mrs Jan MacDonald			

1. Purpose

The purpose of this policy is to protect children, staff, and volunteers from the harmful effects of ultraviolet (UV) radiation. GGCP recognises the importance of sun safety and is committed to providing guidance on sun protection measures in line with Care Inspectorate Wales (CIW) requirements and relevant health and safety legislation.

2. Scope

This policy applies to all GGCP staff, trustees, volunteers, children, parents, and carers. It outlines procedures for sun protection during outdoor activities, including the use of sunblock, protective clothing, and shade.

3. Policy Statement

GGCP is committed to:
- Ensuring children and staff are protected from harmful UV exposure.
- Promoting sun safety practices and educating children about sun protection.
- Complying with CIW National Minimum Standards and relevant health and safety legislation.
- Providing shade and promoting hydration to reduce the risks of sun exposure.

4. Legal and Regulatory Framework

This policy aligns with:
- Health and Safety at Work Act 1974
- Care Inspectorate Wales (CIW) National Minimum Standards for regulated childcare
- Health and Safety (First-Aid) Regulations 1981

5. Sun Protection Measures

GGCP follows a three-pronged approach to sun safety:
- Shade: Providing shaded areas where children can play safely outdoors.
- Clothing: Encouraging children to wear sun-safe clothing, hats, and sunglasses.
- Sunscreen: Ensuring sunscreen application before outdoor activities to protect exposed skin.

6. Responsibilities

6.1 Trustees and Management
- Ensure that sun safety procedures are communicated to all staff, parents, and carers.
- Monitor and review the effectiveness of sun safety practices annually or when necessary.

6.2 Staff and Volunteers
- Ensure sun safety measures are followed for children during outdoor activities.
- Educate children on sun safety practices, such as wearing hats and staying hydrated.
- Monitor children for signs of overheating or sunburn and take action as needed.

6.3 Parents and Carers
- Provide GGCP with permission to apply sunscreen to their child and supply any preferred sunscreen product if necessary.
- Dress children in sun-protective clothing, including hats with wide brims or neck flaps.
- Encourage children to bring sunglasses and water bottles to stay hydrated.

7. Sunscreen Application Procedures

7.1 Parental Permission and Sunscreen Supply
- GGCP will obtain written consent from parents or carers for applying sunscreen on their child.
- GGCP will provide a hypoallergenic, SPF 30 (or higher) sunscreen unless parents supply a preferred brand.

7.2 Sunscreen Application by Staff
- Staff will apply sunscreen to exposed areas of children’s skin, including the face, ears, neck, arms, and legs, at least 15 minutes before outdoor play.
- Sunscreen will be reapplied every two hours during prolonged outdoor activities or as needed, particularly after water play or heavy sweating.
- Staff will supervise children who are able to apply their own sunscreen to ensure complete coverage and assistance if needed.

8. Protective Clothing

8.1 Hats
- GGCP encourages children to wear wide-brimmed or legionnaire-style hats that provide shade to the face, neck, and ears during outdoor play.

- GGCP will keep a supply of spare hats for children who may forget to bring one, ensuring sun protection is always available.

8.2 Sun-Protective Clothing
- Parents and carers are encouraged to dress children in lightweight, loose-fitting clothing that covers the shoulders, back, and legs, offering additional protection from UV rays.
- Darker-coloured fabrics with a tighter weave offer better UV protection and are encouraged for outdoor play during sunny weather.

9. Outdoor Play and Shade

- GGCP will provide shaded play areas, such as under trees, umbrellas, or canopies, where children can play safely away from direct sunlight.
- Staff will encourage children to play in shaded areas during peak sun exposure hours (between 11 a.m. and 3 p.m.) whenever possible.
- Staff will monitor outdoor playtime on particularly hot days, limiting exposure to direct sunlight and encouraging frequent breaks indoors if necessary.

10. Hydration

- GGCP will ensure fresh drinking water is available throughout the day, particularly during hot weather. Children will be encouraged to drink water regularly to stay hydrated.
- Staff will remind children to drink water before, during, and after outdoor play sessions to prevent dehydration and heat-related illnesses.

11. Sun Safety Education

GGCP is committed to promoting sun safety awareness:
- Staff will educate children about the importance of sun protection, using age-appropriate language and activities to teach sun safety practices.
- GGCP will provide parents and carers with information on sun safety guidelines, encouraging consistent protection at home and outside of GGCP.
- Staff will role-model sun safety behaviours by wearing protective clothing and using sunscreen during outdoor activities.

12. Monitoring and Responding to Heat-Related Issues

- Staff will monitor children for signs of heat-related illnesses, such as dehydration, heat exhaustion, or sunburn. Symptoms may include dizziness, headache, nausea, excessive sweating, or flushed skin.
- If a child shows signs of overheating or sunburn, staff will remove them from direct sunlight, offer water, and seek medical assistance if necessary.
- GGCP will document any incidents of sun-related illness or injury in line with the health and safety reporting procedures.

13. Record-Keeping and Consent

- GGCP will maintain records of parental consent for sunscreen application and any specific sun safety requirements or allergies a child may have.
- Staff will document sunscreen application as part of daily procedures, ensuring compliance with parental instructions and sun safety practices.

14. Policy Review

This policy will be reviewed annually by the Board of Trustees or sooner if there are updates to Welsh Government guidance, CIW standards, or GGCP's sun safety practices. Any changes will be communicated to staff, parents, and carers.

15. Compliance with Welsh Government and CIW Standards

This policy is designed to meet Welsh Government National Minimum Standards for regulated childcare, Care Inspectorate Wales (CIW) requirements, and all relevant health and safety regulations, ensuring GGCP maintains high standards of sun safety.

16. Contact Information

For questions or further information on sun safety, please contact:
- Chair of Trustees: Mrs Jan MacDonald (01978 852342 or playgroup@allsaints-pri.wrexham.sch.uk)
- Responsible Individual: Mr Richard Hatwood (01978 852342 or headteacher@allsaints-pri.wrexham.sch.uk)