



Sun Protection Policy

TEMPLATE 024
VERSION 1-SA 1.3.2016

for community environmental groups

INTRODUCTION

Workers who spend all or part of the day outdoors have a higher than average risk of skin cancer.

XYZ Community Group has an obligation under the Work Health and Safety Act 2012 (SA) to ensure that the health and safety of workers and volunteers is not put at risk from the work being carried out. This obligation includes taking proper steps to reduce the known health risks associated with exposure to UV radiation for outdoor workers and outdoor events.

AIMS

This policy aims to ensure all volunteers, community members and employees are protected from the harmful effects of the sun throughout the year, and that XYZ Community Group provides events which adhere to sun safety practices.

POLICY

XYZ Community Group has a duty of care to provide a safe environment for everyone involved in Landcare activities, including a safe environment to protect people from the harmful effects of UV radiation.

XYZ Community Group will use a combination of sun protection measures for all outdoor events from September until the end of April and whenever UV levels reach 3 and above (the level that can damage skin and eyes) including the following:

I. SCHEDULING OUTDOOR ACTIVITIES:

- Where possible, outdoor events will be scheduled outside peak UV times of 10am–2pm (11am–3pm daylight saving time).
- Consider all sun protection measures when planning events.
- Where possible, outdoor activities will be rotated between indoor/shaded and outdoor tasks to avoid exposing any one individual to UV radiation for long periods of time.

II. SHADE:

- Hold events at venues that provide adequate shade.
- Encourage participants of XYZ Community Group events to use the shade available, and encourage people to be prepared for events by bringing with their own sun-safe clothing and headwear.

III. CLOTHING:

- Encourage participants of outdoor XYZ Community Group events

to wear sun-safe clothing that covers as much skin as possible, including shirts/tops with longer sleeves and a collar, and long shorts or pants.

IV. SUNSCREEN:

- At all XYZ Community Group events, sunscreen is available that is at least SPF 30+, broad-spectrum and water-resistant.
- Volunteers, employees and community members are encouraged to use sunscreen and reapply every 2 hours when outdoors.

V. SUNGLASSES:

- Encourage the use of close-fitting, wrap-around sunglasses that cover as much of the eye area as possible.

VI. INCREASE AWARENESS OF SUN SAFETY:

- Regularly promote sun protection information to volunteers and participants through newsletters, online communications, enrolment and announcements at XYZ Community Group events.
- Inform employees about the organisation's Sun Protection Policy during workplace induction.

VII. ROLE MODELLING:

- Encourage XYZ Community Group employees to act as positive role models in all aspects of sun safe behaviour.

PERSONAL PROTECTIVE EQUIPMENT

XYZ Community Group uniform will incorporate clothing that is cool, loose fitting and made of densely woven fabric. Where possible, our uniforms will exceed the ultraviolet protection factor (UPF) rating of 50 to guard against UV radiation.

Employees will be encouraged to wear the following sun-protective clothing for all outdoor activities:

- Long-sleeved shirt with a collar, with a preference for material with a UPF of 50+.
- Trousers (or knee-length shorts).
- A sun-protective hat that shades the face, head, ears and neck.
- Broad-spectrum, water-resistant sunscreen with a sun protection factor (SPF) of 30+ or higher.
- Sunglasses that are close fitting or a wrap-around style.
- A lip balm containing SPF30+ or higher.

In addition, XYZ Community Group employees and volunteers will:

- Cooperate with all measures to minimise the risks associated with exposure to UV radiation.
- Comply with instructions and advice in regards to the use of sun

protection control measures.

- Be responsible for their individual sun-protective practices at work.

REVIEW XYZ Community Group will regularly monitor and review the effectiveness of the Sun Protection Policy to ensure it remains relevant and current.

AUTHORISATION:

This version was approved on: [Click here to enter a date.](#)

This version takes effect on: [Click here to enter a date.](#)

Authorised by: [Insert name](#)

Chairperson: [Insert name](#)

Chairperson signature:

DISCLAIMER: The information contained in this publication is based on knowledge and understanding at the time of March 2016. However, because of advances in knowledge, users are reminded of the need to ensure that information upon which they rely is up to date and to check currency of the information with the appropriate officer of LASA or the user's independent advisor.

Landcare in a Box: an initiative of the National Landcare Network resourced by Landcare NSW and funded by NSW DPI.

