



## **SunSmart Schools and Services Program (ACT) Monitor and Evaluate your Sun Protection Policy**

Once your school or service has implemented effective sun protection control measures, it is important that they are monitored and reviewed on a regular basis– say every 2 to 3 years. These measures would be incorporated into your school's or service's existing audit and review procedures

If monitoring reveals non-compliance, it should be managed, as any other non-compliance or health issue would be, by using your school's or service's standard disciplinary procedures.

### **Tips for monitoring your SunSmart policy**

When monitoring your current policy and procedures ensure that:

- 1) All new staff are briefed on the SunSmart Policy and are aware of their OH&S responsibilities (and their employers) and duty of care when it comes to sun protection in the workplace.
- 2) The 'SunSmart' policy is included as an agenda item for the first staff meeting each term.
- 3) The 'SunSmart' policy is presented at the first School Council/ P and C meeting each year.
- 4) The 'SunSmart' policy is included in the school handbook/school diary/website each year.
- 5) Sunscreen is included on the school "booklist".
- 6) Effective SunSmart practices are promoted regularly from the beginning of August through to the end of May each year when UV levels are 3 and above for part of or most of each day.
- 7) Cancer Council ACT is contacted on a regular basis to ensure up-to-date information is maintained, policy is reviewed and any available resources are obtained.

### **Tips for evaluating your SunSmart policy**

In collaboration with the appropriate school committee, student council and staff members, to ensure the effectiveness of your policy and procedures, they will:

- 1) Review the SunSmart behaviour of students, staff and visitors.
- 2) Assess shade provisions and usage and make recommendations.
- 3) Check plans for future buildings and grounds with regard to shade provision.
- 4) Evaluate and update the sun protection and skin cancer prevention component of the curriculum (in collaboration with appropriate staff members).
- 5) Submit a copy of your policy to Cancer Council ACT to be reviewed, update if necessary.

**For further information call the Cancer Council Helpline on 13 11 20**

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