



SUMMARY

This policy should be read in conjunction with all other policies and procedures. If you require further details of this policy then please refer to a member of the Health & Safety or Safeguarding Team.

This policy is supplemental to the company's Health & Safety Policy.

This policy will be reviewed annually or when the Health & Safety Policy changes.

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RATIONALE:

Shine Wraparound Care Ltd recognises the importance of its role in educating and protecting children from sun exposure and understands that some characteristics lend themselves to higher vulnerability to the sun. Too much exposure to ultraviolet light (UV) radiation from the sun causes sunburn, skin damage and increases the risk of skin cancer. Exposure to extreme heat can result in severe heat-related illnesses. Many of Shine's activities take place outdoors and therefore it is imperative that Shine staff are well trained, resources are available, and procedures established and consistently followed to protect both children and staff alike.

PROCEDURES:

Shine uses the Met Office for its source of advice with regards to all extreme weather and will alter its procedures accordingly. When necessary and in extreme conditions, Shine may alter its provision for the day to accommodate the need for children and staff to spend less time in unshaded areas. Information about its UV Index is listed below.

UV Index

The strength of the sun's ultraviolet (UV) radiation is expressed as a 'Solar UV Index', a system developed by the World Health Organization. The solar index does not exceed 8 in the UK (8 is rare; 7 may occur on exceptional days, mostly in the two weeks around the summer solstice). Indices of 9 and 10 are common in the Mediterranean area.

The UV Index can take the following values:

Value	Description



Classification: Commercial in Confidence

1-2	Low exposure. No protection required. You can safely stay outside
3-5	Moderate exposure. Seek shade during midday hours, cover up and wear sunscreen
6-7	High exposure. Seek shade during midday hours, cover up and wear sunscreen
8-10	Very high. Avoid being outside during midday hours. Shirt, sunscreen and hat are essential
11 or over	Extreme. Avoid being outside during midday hours. Shirt, sunscreen and hat essential.

Source: Met Office June 2025 [Definitions of codes - Met Office](#)

When the Met Office UV rating reaches the following numbers, the following advice also applies:

UV 4-5: A sun hat or cap is advisable.

UV 6+: A sun hat or cap is essential.

If the UV is forecast to be 6+ then children must have a sun hat or cap to attend the session.

Sun Protection

Sunscreen should be applied to all exposed skin, including the face, neck and ears, and head if you have thinning or no hair, but a wide-brimmed hat is better. Sunscreen needs to be reapplied liberally and frequently (every 2 hours), and according to the manufacturer's instructions.

The sun protection factor, or SPF, is a measure of the amount of ultraviolet B radiation (UVB) protection. SPFs are rated on a scale of 2 to 50+ based on the level of protection they offer, with 50+ offering the strongest form of UVB protection.

As per NHS guidance, Shine will provide sunscreen that meets the below criteria:

- a sun protection factor (SPF) of at least 30 to protect against UVB
- at least 4-star UVA protection
- is not past its expiry date



Classification: Commercial in Confidence

UVA protection can also be indicated by the letters "UVA" in a circle, which indicates that it meets the EU standard.

Source: NHS Sun Safety Advice June 2025 [Sunscreen and sun safety - NHS](#)

Hot Weather

Hot weather can lead to overheating, dehydration, heat exhaustion and heatstroke. Children aged 5 and under, as well as those with underlying health conditions, are at higher risk of becoming unwell in hot weather.

During periods of hot weather, it is important that extra care is taken to protect the wellbeing of all children and staff attending Shine activities. Staff should encourage children to spend time in shaded or indoor areas during the hottest part of the day, typically between 11am and 3pm. Outdoor activities may need to be adapted, reduced in intensity, or moved to cooler times of the day to ensure everyone remains safe and comfortable.

Guidance and advice on managing hot weather can be found on [Beat the heat: staying safe in hot weather - GOV.UK](#).