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|  | **Sun Protection Risk Assessment (H&S Update – August 2017)** |  |

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| Operations/Work Activities covered by this assessment: | **Sun protection** | | |
| Site Address/Location: |  | Department/Service/Team: |  |
| **Note:** A person specific assessment must be carried out for young persons, pregnant women and nursing mothers | | | |

| Hazards  Considered  *Step 1 (Clause 3.1)* | Who might be  harmed and how  *Step 2*  *(Clause 3.2)* | Existing Control Measures:  *Step 3*  *(Clause 3.3)* | | Risk Rating | | | | Further action *Step 3*  *Consider hierarchy of controls i.e. elimination, substitution, engineering controls, signage/warning and/or administrative controls, (PPE as a last resort)* | Actions Step 4 (Clause 3.4) | | | | Risk Rating | | | | |
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| Likelihood | Severity | Risk Rating | | who | when | | complete | Likelihood | | Severity | Risk Rating | |
| *(Name)* | *(Date)* | | *(Date)* |
| **Inadequate planning / arrangements** | Staff and pupils are at risk of sunburn, blistering, overheating, dehydration from the results of sun exposure. Long term the harm sun exposure could lead to skin cancer. | Section B33 Hot Weather Working within NCC Safety Manual is consulted.  Sun protection is incorporated into curriculum for all ages and is actively promoted to all pupils.  Teachers and staff are trained in the importance of sun protection.  Parents / Carers are informed of the importance of sun protection.  Sun protection is considered in off-site visit risk assessments. | |  |  |  | |  |  |  | |  |  |  | | |  |
| **Lack of shade** | Staff and pupils are at risk of sunburn, blistering, overheating, dehydration from the results of sun exposure. Long term the harm sun exposure could lead to skin cancer. | Trees have been planted to provide long-term shade.  Shade structures provide long/short-term shade.  Seats and equipment are moved to shaded areas  Organised activities make use of the shade available. | |  |  |  | |  |  |  | |  |  |  | | |  |
| **Timetabling** | Staff and pupils are at risk of sunburn, blistering, overheating, dehydration from the results of sun exposure. Long term the harm sun exposure could lead to skin cancer. | Outdoor activities and events are planned outside of 11am-3pm where possible.  In the summer term morning break is extended and lunch breaks shortened to avoid the midday sun. | |  |  |  | |  |  |  | |  |  |  | | |  |
| **Clothing** | Staff and pupils are at risk of sunburn, blistering, overheating, dehydration from the results of sun exposure. Long term the harm sun exposure could lead to skin cancer. | Pupils are encouraged to wear wide-brimmed (or legionnaire style) hats when outside.  Pupils are encouraged to wear tops than cover their shoulders (vests and strap tops are discouraged).  Clothing offers suitable sun protection.  Pupils are allowed to wear UV protective sunglasses.  Teachers and employees also wear suitable hats and clothing. | |  |  |  | |  |  |  | |  |  |  | | |  |
| **Sunscreen** | Staff and pupils are at risk of sunburn, blistering, overheating, dehydration from the results of sun exposure. Long term the harm sun exposure could lead to skin cancer.  Staff could also experience stress and psychological harm from any allegations of abuse. | **Sunscreen is the last line of defence, but it is useful for protecting areas of skin that cannot be covered up.**  Pupils are allowed to bring in their own personal supply of sunscreen.  There is a school stock of sunscreen for pupils who forget/cannot afford their own. In this case, parental consent is obtained and school notified of any allergies.  High protection factor sunscreen (SPF25 minimum) is used.  Pupils are supervised applying their own sunscreen. Self-application is recommended.  Young children and some children with special needs may require assistance. Written permission will be obtained by parents / carers.  Teachers that apply sunscreens should do so to the face, neck and arms in accordance with relevant school policies to minimise the risk of abuse allegations.  Teachers remind pupils to reapply sunscreen regularly, particularly at midday. | |  |  |  | |  |  |  | |  |  |  | | |  |
| **Water** | Staff and pupils are at risk suffering the effects of dehydration as a result of lack of drinking water. | A supply of drinking water is available. | |  |  |  | |  |  |  | |  |  |  | | |  |
| Consider if any additional hazards are created and control measures are required if this activity is undertaken in non-routine or emergency conditions | | | | | | | | | Review Date (*Step 5*) : | | | | | | | | |
| Assessors Signature: | | | Date: | | | | Authorised By: | | | | Date: | | | | | | |

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| **Risk Definitions** | |
| **Low** | Controls are adequate, no further action required, but ensure controls are monitored and any changes reassessed. |
| **Medium** | Consideration should be given as to whether the risks can be reduced using the hierarchy of control measures. Risk reduction measures should be implemented within a defined time periods. Arrangements should be made to ensure that the controls are maintained and monitored for adequacy. |
| **High** | Substantial improvements should be made to reduce the level to an acceptable level. Risk reduction measures should be implemented urgently with a defined period. Consider suspending or restricting the activity, or applying interim risks controls. Activities in this category **must** have a written method statement/safe system of work and arrangements must be made to ensure that the controls are maintained and monitored for adequacy. |

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| **Potential Severity of Harm** | High **(e.g. death or paralysis, long term serious ill health)** | Medium | High | High |
| Medium **(an injury requiring further medical assistance or is a RIDDOR incident)** | Low | Medium | High |
| Low **(minor injuries requiring first aid)** | Low | Low | Medium |
|  |  | Low  **(The event is unlikely to happen)** | Medium  **(It is fairly likely it will happen)** | High  **(It is likely to happen)** |
|  |  | Likelihood of Harm Occurring | | |