

Sunny  
Days  
Healthy  
Ways



Sun-Safe  
School Guide



klein  
buendel

# Becoming a sun-safe school

School plays a major role in children's daily lives. As an institution of learning, it can provide opportunities for developing and reinforcing lifelong positive health habits.

Children spend four to seven hours at school each day—including one to three hours outdoors for recess, lunch, physical education classes, field trips, and after-school activities. Depending on the climate and season, outdoor school activities may result in a significant amount of sun exposure. Research indicates that most people receive as much as 80 percent of their total lifetime sun exposure during their first 18 years.

Overexposure to ultraviolet radiation from the sun is the primary cause of skin cancer. With more than one million new cases each year, skin cancer is the most common and preventable cancer in the United States.

## ***Schools can play an integral role in skin cancer prevention efforts by:***

- Promoting sun-safe behaviors among students and staff
- Providing sun-safe environments, schedules, and activities
- Teaching sun safety as part of comprehensive school health
- Adopting the CDC's National Skin Cancer Prevention Guidelines for K-12 Comprehensive Health Education

## ***This guide includes ideas to help make your school sun safe by:***

- Assessing your school's current sun safety policies
- Promoting sun-safe lifestyle habits among students and staff

- Designing sun-safe school environments
- Implementing sun-safe policies
- Teaching sun safety in the classroom
- Building sun safety partnerships with parents, staff, and the community

School administrators and parent groups may wish to target specific areas where behavior, policy, or environmental change is feasible and realistic. This booklet is intended to be a guide; choose the recommendations and action steps that meet your school's needs and circumstances.



Adopting sun safety practices doesn't have to be costly. In fact, many policy and lifestyle changes can be implemented with little or no cost to the school. Sun safety should be practiced by students, parents, and staff year-round. A sun-safe school doesn't have to develop overnight. Policies and environmental changes may be introduced gradually over time.

**Sun safety is the development and practice of positive health habits to reduce exposure to ultraviolet radiation and protect the skin and eyes from sunburn and permanent damage.**

# Learning about sun damage

Ultraviolet-A (UVA) and ultraviolet-B (UVB) are the two types of radiation that can damage your skin. The sun's UVA rays can penetrate deeply and damage the skin's lower layers. This can cause sunburn, wrinkles, freckles, suntan, precancerous skin conditions, and skin cancer. The sun's UVB rays can damage the skin's outer layer and cause sunburn and skin cancer.

## ***Your risk or chance of skin damage depends on:***

- your family history of skin cancer
- your skin type (how easily your skin burns when exposed to the sun)
- your behavior (how much time you spend in the sun unprotected)

Even though skin cancer most often develops in adulthood, its development may be related to our behavior as children. Scientists theorize that there are two primary triggers for skin cancer—accumulated lifetime exposure to the sun and severe sunburns during childhood. The more time spent in the sun over a lifetime, the greater the risk of developing skin cancer.

How does this relate to children? We get most of our sun exposure as children. Kids play outdoors. They need to know how to stay safe in the sun by finding shade, wearing cover-up clothing, and using sunscreen.

Severe sunburns are insults to the skin and its cells that can cause permanent damage to the skin's deeper layers. Only one severe sunburn before the age of 18 appears to significantly increase the risk of developing melanoma later in life. Because children spend so much time outdoors, it is crucial to teach them how to prevent sunburn.

Overexposure to the sun also can damage your eyes and cause cataracts. With cataracts, the lens of the eye becomes thick and cloudy, resulting in reduced vision or blindness.

Ultraviolet radiation from the sun can alter DNA and trigger an abnormal growth of skin cells, which can become either a precancerous skin condition or skin cancer. One type of precancerous skin condition, actinic keratosis (AK), may be mistaken for a patch of dry skin that won't go away. AKs are small, slightly raised scaly spots that may be tan, brown, gray or red. If left untreated, they may become cancerous.

Of course, the most serious consequence of too much sun exposure is skin cancer. There are two types of skin cancer: nonmelanoma and melanoma.

## ***Nonmelanoma skin cancers include basal cell cancer and squamous cell cancer:***

- Basal cell cancer can be a slow-growing, fleshy, translucent bump on the head, neck or hands or a flat growth on the trunk of the body.
- Squamous cell cancer is a red, scaly patch typically found on the ear, face, lips or mouth.

Malignant melanoma is the most dangerous form of skin cancer. It may appear without warning or begin in or near a mole or dark spot on the skin. Melanoma often begins as a mole that changes in size, color, texture, or shape.

Helping your students and staff adopt sun-safe habits may help them avoid the health problems that can accompany a lifetime of sun exposure.

**For more information, call:**

**American Cancer Society  
1-800-ACS-2345  
National Cancer Institute  
1-800-4 CANCER**

# Designing sun-safe school environments

*Changing your school's physical environment and policies also can help students and staff reduce their lifetime sun exposure and potential risk for skin cancer.*

## Providing shade

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Trees can be an excellent source of shade. Dense trees screen out about 80 percent of the sun's rays.

Deciduous trees lose their leaves in the winter months. Non-deciduous trees provide year-round shade and protection from the sun's rays. With proper placement, trees cool buildings in the summer.

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Shade structures, such as porches, ramadas, shade cloth and umbrellas, can provide year-round protection.

If fabric or shade cloth is used on shade structures, make sure that it screens out at least 95 percent of the ultraviolet radiation. Use materials that are guaranteed not to rot in the sun, tear, or crack for several years.

Umbrellas provide up to 50 percent protection from ultraviolet radiation.

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Although shade structures provide some protection from the direct sun rays, ultraviolet radiation can reflect off of sand, tile, water, buildings, cement, and other surfaces. Even in the shade, it is important to wear cover-up clothes, hats, and sunscreen.

## How schools can become sun-safe environments

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- Assess the school grounds to determine where shade is needed and what is feasible.
- Plant trees in open spaces where shade is needed and where it will be used. Outdoor lunch areas, playgrounds, and school bus and parent pick-up areas are possible locations for shade trees.
- Establish an Arbor Day tradition, including a tree-planting ceremony and educational activities promoting the benefits of trees.

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- Erect temporary and permanent shade structures in open spaces where shade is needed and where it will be used. Outdoor lunch areas, playgrounds, and school bus and parent pick-up areas are possible locations for shade structures.
  - Mount umbrella stands on picnic tables in outdoor lunch areas.
  - Cover playground equipment with shade cloth.
  - Encourage students to use shaded areas.
  - Plan outdoor activities for shaded areas.
  - Focus fund-raising activities on making the school's outdoor environment sun safe.

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- Make indoor areas available to students. Allow students to choose visiting the library, study hall, gym, or computer lab as alternatives to going outdoors.
  - Plan field trips to interesting indoor locations (e.g. museums, science centers, theaters ).

# Promoting sun-safe lifestyle habits

Adopting sun-safe lifestyle habits—avoiding sun exposure during peak hours; using shade; wearing cover-up clothing, sunglasses, and hats; and using sunscreen—can help prevent skin cancer. The best protection is provided when all of these sun-safe behaviors are practiced together. Schools can promote the adoption of sun-safe lifestyle habits by their students and staff in a number of ways.

## Hats

Hats offer the best method of minimizing ultraviolet radiation to the face, head, ears, and neck. Different styles of hats provide varying levels of sun protection, but any hat is better than no hat. (See Hat Safety Index below.)

A hat with a wide brim that goes all the way around offers the best protection for the cheeks, nose, ears, head, and neck. The hat's brim should be at least 3 to 4 inches wide. A wide-brimmed hat provides approximately 50 percent protection from direct exposure.

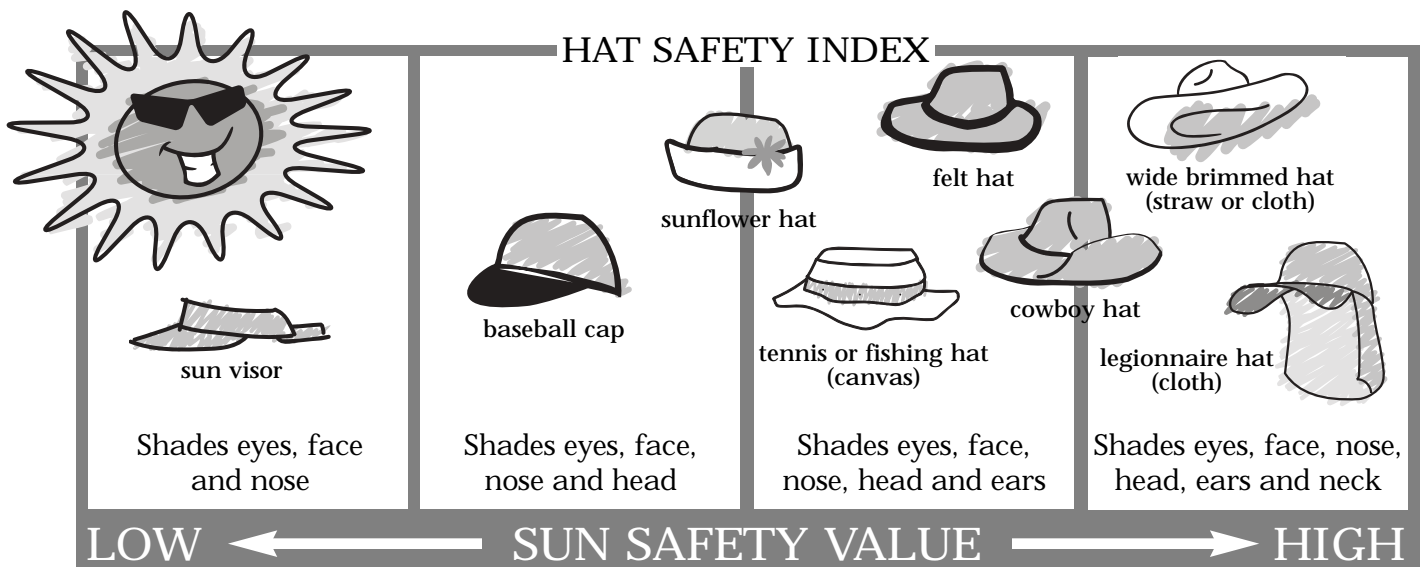
A flappy-jack or legionnaire cap provides good protection for the ears and neck but leaves areas of the cheeks exposed to the sun.

Baseball hats offer some protection for the face but do not protect the sensitive skin on the ears, cheeks, and neck.

Visors do not protect the ears, cheeks, neck or head.

## How schools can promote hats

- Encourage or even require students to wear wide-brimmed, sun-safe hats for outdoor activities and field trips.
- Encourage teachers and playground monitors to set good examples by wearing hats when outside.
- Adopt a “No hat, stay in the shade or inside” policy.
- Establish guidelines for acceptable types of hats for school use.
- Adopt a school uniform policy that requires hats.
- Solicit the help of student leaders (e.g., student council, cheerleaders) to promote the wearing of hats among their peers.
- Sell hats with the school colors and logo.
- Offer awards each month for the class with the most students wearing hats every day.



## Cover-up clothing

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Clothing can block out the sun's harmful rays and should be one of the first lines of defense against sun exposure.

Style and fabric affect the amount of protection that clothes provide against the sun's ultraviolet rays.

Long-sleeved shirts with collars and long pants provide the most protection because they leave less skin exposed to the sun. Loosely-fitted clothing is more comfortable since it allows air to flow through and cool the skin. Lighter colors may feel cooler, but darker colors actually absorb ultraviolet light better and provide more protection for your skin.

Fabric is full of tiny holes that can allow ultraviolet light through. The fewer the number and the smaller the size of the holes in the fabric, the more it blocks ultraviolet radiation. So, fabrics with a tight knit or weave block more ultraviolet light. Fabrics can be tested easily by holding them up to a light source and looking to see if you can see any light through them. Fabrics that let little or no light shine through, are more sun safe.

## Sunglasses

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Overexposure to the sun can cause short- and long-term damage to the eyes. Protection of the eyes is especially important for young children since the lens of the eye is not able to completely protect the retina from the harmful effects of ultraviolet radiation until approximately 30 years of age.

The percentage of the ultraviolet rays filtered out by sunglasses often is printed on the label. Inexpensive sunglasses that provide 95-100 percent UVB protection and at least 60 percent UVA protection can be found at local variety stores, grocery stores, and department stores.

Students and staff who wear prescription glasses can have an ultraviolet coating added to their lenses.

## How schools can promote cover-up clothing

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- Encourage students to wear long-sleeved shirts with collars and long pants.
- Discourage sleeveless shirts, tank tops, and shorts.
- Encourage students without cover-up clothing to play in the shade.
- Adopt a school uniform policy that requires shirts with sleeves and collars.
- Encourage staff to set a good example by wearing sun-protective clothes.
- Solicit the help of student leaders (e.g., student council, cheerleaders) to promote the wearing of sun-protective clothing among their peers.
- Sell cover-up clothing with the school colors and logo.
- Offer awards each month for the class with the most students wearing sun-protective clothing every day.

## How schools can promote sunglasses

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- Encourage everyone to wear sunglasses that filter out 95-100 percent of UVB and 60 percent of UVA.
- Solicit the help of student leaders (e.g., student council, cheerleaders) to promote the wearing of sunglasses among their peers.
- Sell UV-protective sunglasses with the school colors and logo.
- Offer awards each month for the class with the most students wearing sunglasses every day.

## Sunscreen

Use sunscreen every day—even on cool or cloudy days. Seventy to 80 percent of the sun’s damaging rays can penetrate through cloudy haze and water.

Sunscreens work in two ways. The chemicals in most sunscreens **absorb** ultraviolet radiation before it can damage the skin. Some sunscreens block ultraviolet rays by **scattering** or **reflecting** them away from the skin.

The Sun Protection Factor (SPF) refers to the sunscreen’s ability to block out the sun’s rays for a period of time. A sunscreen with an SPF of 15 will allow you to stay in the sun 15 times longer than the amount of time it normally takes for your unprotected skin to redden or burn. If your unprotected skin burns in ten minutes, a sunscreen with an SPF of 15 (that is applied correctly) will provide protection from burning for a total of 150 minutes (SPF 15 x 10 minutes). A higher SPF will provide even longer protection.

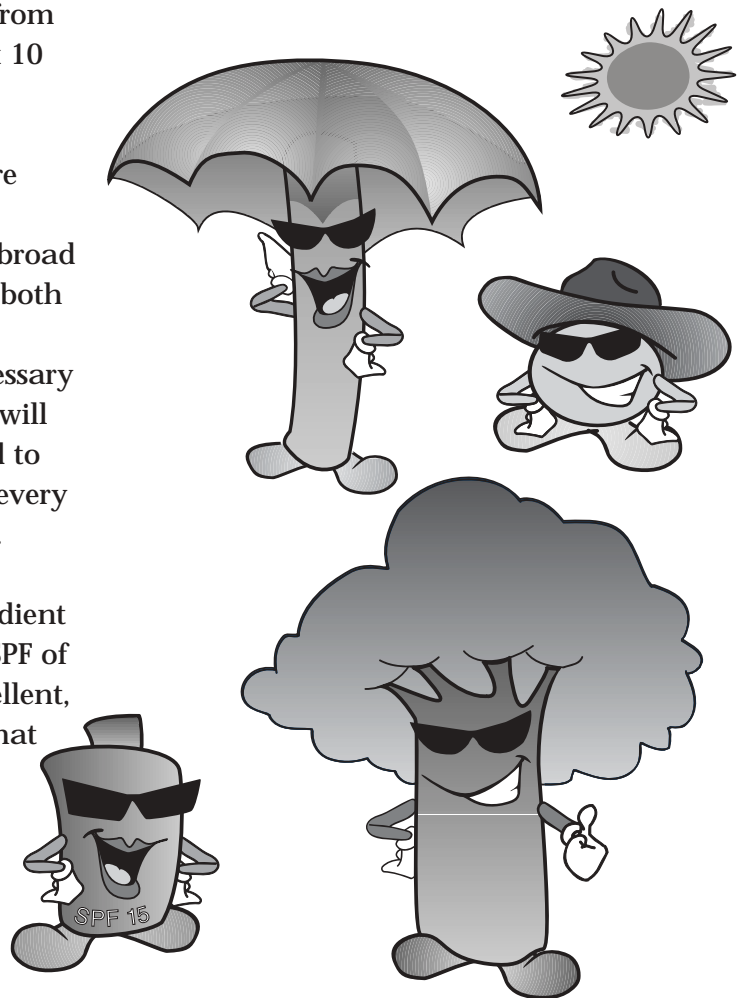
Apply sunscreen at least 30 minutes before going out in the sun to allow time for the chemicals to be absorbed into the skin. Use broad spectrum sunscreen products that block out both UVA and UVB rays.

Choose sunscreens with the fewest unnecessary ingredients. Use waterproof sunscreens that will not be washed off through perspiration, and to be sure you’re protected, reapply sunscreen every two hours, and after swimming or sweating.

Finally, recent studies suggest that insect repellents containing DEET (the active ingredient in most insect repellents) may degrade the SPF of sunscreens. If you need to use an insect repellent, consider wearing protective clothing and a hat to maximize your sun protection.

## How schools can promote sunscreen use

- Encourage everyone to use sunscreen and lip balm with an SPF of 15 or greater every day, all year long, on all sun-exposed areas of the skin.
- Encourage staff to set a good example by using sunscreen and lip balm.
- Allow time during school for the application of sunscreen.
- Sell or provide zinc oxide and sunscreen at school.
- Add the use of sunscreen to permission slips for outdoor field trips and events. Ask parents to provide or apply sunscreen to their children for these outdoor activities.
- Solicit the help of student leaders (e.g., student council, cheerleaders) to promote the use of sunscreen among their peers.



# Implementing sun-safe school policies

## Sun safety policies

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The sun's rays are the strongest between 10 a.m. and 3 p.m. Traditionally, school children may be outside for recess, lunch breaks, or physical education classes during this time. As much as 60 percent of ultraviolet radiation exposure could be reduced by avoiding sun exposure during these hours of peak sun intensity.

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Teaching children early in life about preventive practices may lead to lifelong sun-safe habits.

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Formalizing your sun safety policy in writing will help foster your school's commitment to the established goals.

## How schools can adopt sun safety policies

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- Schedule outdoor activities and field trips before or after peak hours whenever possible.
  - Plan field trips to locations where adequate shade is available.
  - Encourage all field trip and athletic event participants to wear sun-safe clothing, hats, and sunscreen.
  - Include requests for sun protection (clothes, hats, sunglasses, and sunscreen) on all permission slips for field trips and other outdoor events.
  - Offer indoor physical activities, such as aerobics, jump rope, basketball, volleyball, gymnastics, or dance, on days of high sun intensity.
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- Teach students about sun safety and reinforce school policies through classroom instruction that meets national education standards.
  - Each year, designate several hours of classroom instruction to sun safety. Incorporate age-appropriate sun safety (skin cancer prevention) activities or curricula into lesson plans.
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- Develop a written sun safety policy for the school to use as an implementation guide and tool for monitoring progress. (See page 12 for Sun-Safe School Policy Planning Worksheet.)

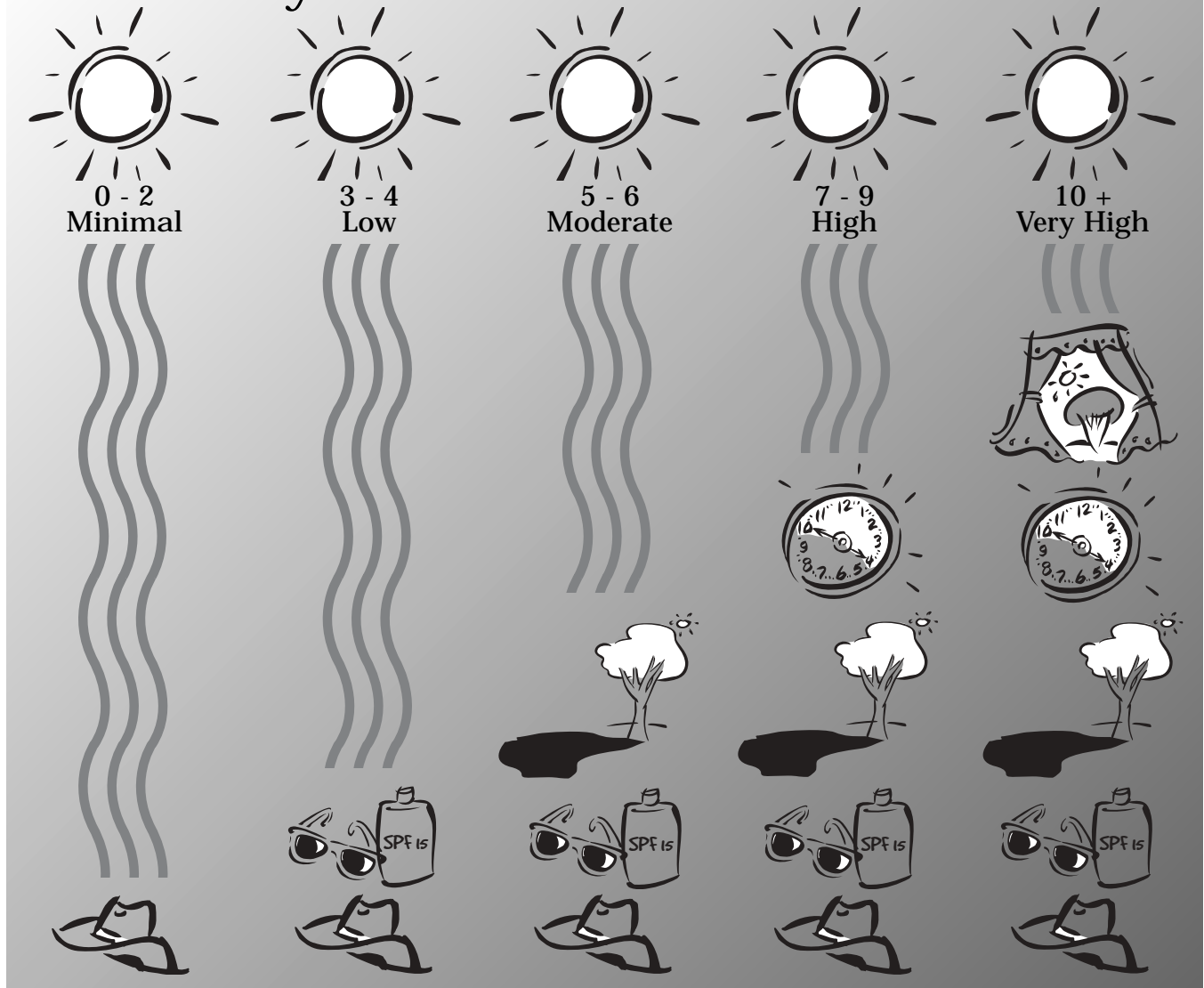
## Sun safety policies (continued)

The Environmental Protection Agency (EPA) compiles data daily from instruments that measure ultraviolet radiation in several U.S. cities. These data are reported to the National Weather Service and the public as the UV Index. Each city is given a daily sun intensity score from 0 to 10+. More sun safety precautions should be taken on days with higher UV Index values (see chart below).

## How schools can adopt sun safety policies (continued)

- Encourage students to access the UV Index daily via newspapers (weather page) or the Internet ([www.nws.noaa.gov](http://www.nws.noaa.gov)) and report it during morning announcements so that students and staff can determine what precautions they should take to be sun safe each day.

### Sun Safety Precautions and the UV Index



Source: Environmental Protection Agency

# Building sun safety partnerships

By working with staff, parents, students, and community leaders, schools can build sun safety partnerships, which can help in the planning and implementing of sun-safe school policies and environmental changes.

## Sun safety partnerships

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Parent participation is essential for the success of school-based health education programs. Parents can support and encourage the sun-protective behavior change of their children.

Build a sun safety partnership with your school's administration, staff, students, their families, and the community.

## How schools can promote parent and community involvement

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- Inform parents about the school's sun safety policies when they enroll their children (see sample parent letter outline on page 18).
- Encourage parents to provide students with their own sunscreen for daily use.
- Encourage parents to ensure that their children have cover-up clothes, sunglasses, and sunscreen on before going to school.
- Encourage parents and staff to set good examples by wearing cover-up clothes, sunglasses, hats, and sunscreen.
- Educate parents, students, and staff about sun safety by inviting a local dermatologist or meteorologist to give a presentation at school.
- Send a copy of the sun safety information sheet home to parents or add it to an issue of your school newsletter (see page 19).
- Use the Sun Safety Squad clip art in your school newsletters (see page 20).

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Focus parental fund-raising efforts around sun safety. Encourage donations from businesses and community groups.

Raise funds or use donations to:

- Make the playgrounds sun safe;
- Buy sunscreen in bulk for sporting events and physical education classes;
- Buy equipment for indoor sports;
- Buy sun-safe promotional items for student recognition;
- Plant trees;
- Build permanent shade structures;
- Build a gymnasium or indoor sporting facility.

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Students can serve as sun safety ambassadors for the community.

- Encourage students to write articles about sun safety for school newsletters and yearbooks, and local newspapers.
- Encourage students to become sun safety peer educators and role models for younger children or students from other schools.
- Encourage students to design sun safety projects for science, art, and other exhibitions.
- Students in scouts, 4-H, and other service clubs can address sun safety issues in their community activities.
- Have students announce the daily UV Index during morning announcements.

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Raise parental and community awareness by developing sun safety events, contests, and media stories.

Grassroots community efforts can lead to political and legislative support for sun-safe school environments to promote public health.

- Include sun-safe hats, sunglasses, and shirts in school spirit activities.
- Develop fun learning events for children, such as Sun Awareness Day or Arbor Day. These events could include hat fashion shows, poster contests, tree-planting ceremonies, and class contests to promote sun-safe behaviors.
- Encourage school districts to include ramadas, trees, or shaded areas in new school construction or remodeling plans.
- Distribute a media release on your school's sun safety efforts.

# Guidelines for developing sun-safe goals

Use this chart to guide your goal-setting. It provides examples for starting points and future goals to work toward.

|                        | Starting Points  | Future Goals   |
|------------------------|--|--|
| <b>Clothing</b>        | <ul style="list-style-type: none"> <li>Encourage students and staff to wear cover-up clothing (long-sleeved shirts and long pants).</li> </ul>   | <ul style="list-style-type: none"> <li>Offer students the option of staying indoors.</li> <li>Offer sun-safe shirts with the school logo for purchase.</li> </ul>  |
| <b>Hats</b>            | <ul style="list-style-type: none"> <li>Encourage students and staff to wear wide-brimmed or legionnaire hats when outdoors.</li> </ul>   | <ul style="list-style-type: none"> <li>Adopt a “No hat, stay in the shade or inside” policy for students.</li> <li>Offer sun-safe hats with the school logo for purchase.</li> </ul>   |
| <b>Sunglasses</b>      | <ul style="list-style-type: none"> <li>Encourage students and staff to wear sunglasses when outdoors.</li> </ul>   | <ul style="list-style-type: none"> <li>Offer UV-protective sunglasses for purchase.</li> </ul>   |
| <b>Sunscreen</b>       | <ul style="list-style-type: none"> <li>Encourage students and staff to use sunscreen lotion and lip balm with SPF 15 or more.</li> <li>Encourage parents to supply sunscreen for their children, or apply it on them before school.</li> </ul> | <ul style="list-style-type: none"> <li>Include sunscreen use on permission slips as a requirement for participation in outdoor field trips.</li> <li>Offer sunscreen for use or purchase.</li> </ul>   |
| <b>Shade</b>           | <ul style="list-style-type: none"> <li>Encourage students and staff to stay indoors or in the shade whenever possible.</li> </ul>  | <ul style="list-style-type: none"> <li>Plant trees that provide maximum shade.</li> <li>Purchase portable shade structures (e.g., umbrellas, tarps) for school activities.</li> <li>Build permanent shade structures (e.g., ramadas, porches, shade cloth).</li> </ul> |
| <b>School Schedule</b> | <ul style="list-style-type: none"> <li>Encourage staff to schedule outdoor activities during non-peak sun intensity hours (before 10 a.m. or after 3 p.m.).</li> </ul>   | <ul style="list-style-type: none"> <li>Offer students the option of staying indoors.</li> <li>Re-schedule outdoor activities for early morning.</li> </ul>   |

# Formulating a sun safety policy

How can you make your school more sun safe? The first step is to formulate a written Sun Safety Policy that will serve as an implementation guide.

The most effective school policies are built on partnerships that combine the talents and responsibilities of all members of the school community.

- Teachers stimulate awareness, provide information, teach skills, and act as positive role models. Their input into the planning process will establish a strong support base and realistic implementation strategies.
- Parents facilitate changes in their children's sun safety habits. They also can raise community awareness and funds for environmental changes.
- Students provide feedback and increase the legitimacy of sun-safe activities in the eyes of their peers.
- Community members provide resources, skills, and materials for program implementation.

*A sun-safe school action plan should include:*

- Defined goals;
- Implementation plan detailing the strategies for achieving the goals; and
- Monitoring and evaluation plan to ensure the success and future development of the school's sun safety policies.

*To develop your school's sun safety policy, follow these simple steps:*

- 1) Complete the sun safety school assessment questionnaire in this booklet (see pages 14-17) to provide direction regarding potential areas for improvement.
- 2) Build a sun safety partnership by soliciting input from staff, parents, students, and the community. Sun safety information sheets and a sample parent letter outline have been included in this booklet. The information sheet and clip art can be distributed to staff and parents directly or added to the school newsletter.
- 3) With the help of your sun safety partners, determine what sun safety actions are feasible, given your school's financial and human resources.
- 4) Use the school assessment, input from your sun safety partners, the sun-safe policy planning worksheet (see page 13), and the planning grid on page 11 to define your school's sun safety goals. (Remember, becoming a sun-safe school is an evolutionary process. Be realistic when setting goals and plan to implement your sun safety program over a two- to three-year period.)
- 5) Write your policy, publicize it, and monitor its implementation using the sun-safe policy planning worksheet (see page 13).
- 6) Recognize your achievement.

## EVALUATION:

Build your evaluation plan around your measurable goals. To monitor progress, use your answers on the Sun-Safe School Assessment as a "snapshot" of your school's social and physical environment before and after your sun-safe policies are implemented.

# Sun-safe policy planning worksheet

School: \_\_\_\_\_ Date: \_\_\_\_\_

**MISSION STATEMENT:** To create a school environment which promotes sun safety at all levels.

To guide goal-setting, answer the following questions for each goal on a separate sheet of paper:

- Who will do it?
- How often will they do it?
- How will they do it?
- By when will they do it?
- Why will they do it?

**Overall goal(s):** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Year 1 goal(s):**

Date goal(s) set: \_\_\_\_\_

Action Steps

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

Date goal(s) reviewed: \_\_\_\_\_

Did you meet your goals?

- All  Some  None  
 All  Some  None  
 All  Some  None

**Year 2 goal(s):**

Date goal(s) set: \_\_\_\_\_

Action Steps

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

Date goal(s) reviewed: \_\_\_\_\_

Did you meet your goals?

- All  Some  None  
 All  Some  None  
 All  Some  None

**Year 3 goal(s):**

Date goal(s) set: \_\_\_\_\_

Action Steps

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

Date goal(s) reviewed: \_\_\_\_\_

Did you meet your goals?

- All  Some  None  
 All  Some  None  
 All  Some  None

# Assessing your school's sun safety

The following questionnaire will help you assess your school's sun safety environment, policies, and procedures. Each answer has a score from one to five; put the score for your answer in the far right column and add them up at the end of each section. Scoring is explained on page 17.

## Student Sun Safety Scores

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**1. What percentage of *male students* at your school wear *hats*?**

- |   |         |   |        |   |          |                      |
|---|---------|---|--------|---|----------|----------------------|
| 5 | 80-100% | 2 | 20-39% | 0 | None     | <input type="text"/> |
| 4 | 60-79%  | 1 | 1-19%  | 0 | Not Sure |                      |
| 3 | 40-59%  |   |        |   |          |                      |

**2. Our *male students* most often wear . . .**

- |   |  |   |                  |   |                   |                      |
|---|--|---|------------------|---|-------------------|----------------------|
| 5 | Wide-brimmed hat                       | 3 | Cloth tennis hat | 0 | Most often they   | <input type="text"/> |
| 4 | Flappy Jack hat<br>(legionnaire style) | 2 | Baseball hat     |   | do not wear hats. |                      |
|   |  | 1 | Visor            | 0 | Not Sure          |                      |

**3. What percentage of *female students* at your school wear *hats*?**

- |   |         |   |        |   |          |                      |
|---|---------|---|--------|---|----------|----------------------|
| 5 | 80-100% | 2 | 20-39% | 0 | None     | <input type="text"/> |
| 4 | 60-79%  | 1 | 1-19%  | 0 | Not Sure |                      |
| 3 | 40-59%  |   |        |   |          |                      |

**4. Our *female students* most often wear . . .**

- |   |  |   |                  |   |                   |                      |
|---|--|---|------------------|---|-------------------|----------------------|
| 5 | Wide-brimmed hat                       | 3 | Cloth tennis hat | 0 | Most often they   | <input type="text"/> |
| 4 | Flappy Jack hat<br>(legionnaire style) | 2 | Baseball hat     |   | do not wear hats. |                      |
|   |  | 1 | Visor            | 0 | Not Sure          |                      |

**5. What percentage of *students* at your school wear *sunglasses*?**

- |   |         |   |        |   |          |                      |
|---|---------|---|--------|---|----------|----------------------|
| 5 | 80-100% | 2 | 20-39% | 0 | None     | <input type="text"/> |
| 4 | 60-79%  | 1 | 1-19%  | 0 | Not Sure |                      |
| 3 | 40-59%  |   |        |   |          |                      |

**STUDENT SUN SAFETY SCORE**

## Staff Sun Safety

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**6. What percentage of *staff* at your school wear *hats*?**

- |   |         |   |        |   |          |                      |
|---|---------|---|--------|---|----------|----------------------|
| 5 | 80-100% | 2 | 20-39% | 0 | None     | <input type="text"/> |
| 4 | 60-79%  | 1 | 1-19%  | 0 | Not Sure |                      |
| 3 | 40-59%  |   |        |   |          |                      |

## Staff Sun Safety (continued)

Scores

### 7. Our *staff* most often wear . . .

- |   |                                     |   |                  |   |                                   |                          |
|---|-------------------------------------|---|------------------|---|-----------------------------------|--------------------------|
| 5 | Wide-brimmed hat                    | 3 | Cloth tennis hat | 0 | Most often they do not wear hats. | <input type="checkbox"/> |
| 4 | Flappy Jack hat (legionnaire style) | 2 | Baseball hat     | 0 | Not Sure                          |                          |
|   |                                     | 1 | Visor            |   |                                   |                          |

### 8. What percentage of *staff* at your school wear *sunglasses*?

- |   |         |   |        |   |          |                          |
|---|---------|---|--------|---|----------|--------------------------|
| 5 | 80-100% | 2 | 20-39% | 0 | None     | <input type="checkbox"/> |
| 4 | 60-79%  | 1 | 1-19%  | 0 | Not Sure |                          |
| 3 | 40-59%  |   |        |   |          |                          |

**STAFF SUN SAFETY SCORE**

## School Environment

### 9. Our school provides adequate shade in areas that are accessible to students (i.e., more than 25 percent of the outdoor area is protected by trees or shade structures).

- |   |                |   |                   |   |                   |                          |
|---|----------------|---|-------------------|---|-------------------|--------------------------|
| 5 | Strongly Agree | 2 | Somewhat Disagree | 0 | Strongly Disagree | <input type="checkbox"/> |
| 4 | Agree          | 1 | Disagree          | 0 | Not Sure          |                          |
| 3 | Somewhat Agree |   |                   |   |                   |                          |

### 10. Which of the following forms of shade does your school have?

- |   |  |   |                   |   |                                     |                          |
|---|--|---|-------------------|---|-------------------------------------|--------------------------|
| 5 | Multiple permanent shade structures and trees    | 3 | Many shade trees  | 1 | Portable shade (awnings, umbrellas) | <input type="checkbox"/> |
|   |  | 2 | A few shade trees | 0 | No shade                            |                          |
| 4 | At least one permanent shade structure and trees |   |                   |   |                                     |                          |

**SCHOOL ENVIRONMENT SCORE**

## School Policies

### 11. Our school encourages students to use available shade.

- |   |        |   |           |   |          |                          |
|---|--------|---|-----------|---|----------|--------------------------|
| 5 | Always | 3 | Sometimes | 1 | Not Sure | <input type="checkbox"/> |
| 4 | Often  | 2 | Rarely    | 0 | Never    |                          |

### 12. Our school encourages *students* to wear *hats*.

- |   |        |   |           |   |          |                          |
|---|--------|---|-----------|---|----------|--------------------------|
| 5 | Always | 3 | Sometimes | 1 | Not Sure | <input type="checkbox"/> |
| 4 | Often  | 2 | Rarely    | 0 | Never    |                          |

### 13. Our school encourages *staff* to wear *hats*.

- |   |        |   |           |   |          |                          |
|---|--------|---|-----------|---|----------|--------------------------|
| 5 | Always | 3 | Sometimes | 1 | Not Sure | <input type="checkbox"/> |
| 4 | Often  | 2 | Rarely    | 0 | Never    |                          |

14. Our school encourages *students* to wear *sunglasses* when outdoors.

- |          |             |            |
|----------|-------------|------------|
| 5 Always | 3 Sometimes | 1 Not Sure |
| 4 Often  | 2 Rarely    | 0 Never    |

15. Our school encourages *staff* to wear *sunglasses* when outdoors.

- |          |             |            |
|----------|-------------|------------|
| 5 Always | 3 Sometimes | 1 Not Sure |
| 4 Often  | 2 Rarely    | 0 Never    |

16. Our school encourages sunscreen use for outdoor activities and field trips.

- |          |             |            |
|----------|-------------|------------|
| 5 Always | 3 Sometimes | 1 Not Sure |
| 4 Often  | 2 Rarely    | 0 Never    |

17. Our school encourages parents to supply sunscreen for their children's use at school.

- |          |             |            |
|----------|-------------|------------|
| 5 Always | 3 Sometimes | 1 Not Sure |
| 4 Often  | 2 Rarely    | 0 Never    |

18. On average, our students are outdoors (including lunch, recess, physical education classes, after-school activities). . .

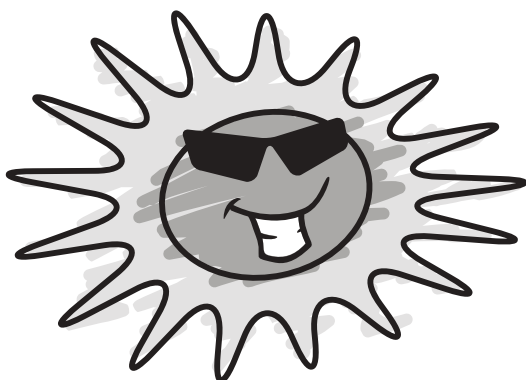
- |                          |                             |                     |
|--------------------------|-----------------------------|---------------------|
| 5 1 hour or less per day | 3 2-3 hours per day         | 1 More than 4 hours |
| 4 1-2 hours per day      | 2 More than 3 hours per day | per day             |
|                          |                             | 0 Not Sure          |

19. Some percentage of our students are outdoors during the hours when the sun's rays are most intense (10 a.m. to 3 p.m.).

- |          |             |            |
|----------|-------------|------------|
| 5 Always | 3 Sometimes | 1 Not Sure |
| 4 Often  | 2 Rarely    | 0 Never    |

20. Our students are encouraged to choose indoor activities, such as going to the library or computer lab, instead being outside during the hours of peak sun intensity (10 a.m. to 3 p.m.).

- |          |             |            |
|----------|-------------|------------|
| 5 Always | 3 Sometimes | 1 Not Sure |
| 4 Often  | 2 Rarely    | 0 Never    |



SCHOOL POLICY SCORE

TOTAL SCORE

DATE: \_\_\_\_\_



# Letter To Parents Outline

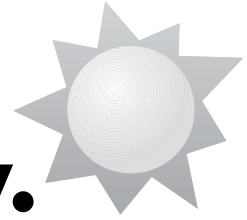
## In A Letter to Parents

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- Describe the importance of protecting children from the sun's harmful rays.
- Inform parents that the school wants to be proactive in keeping children sun safe.
- Tell parents that you and your staff have conducted an assessment of the school's sun safety in terms of shade areas provided, the scheduling of outdoor activities, sunscreen use, policies, etc.
- Tell parents that you and your staff (or PTA or School Board, etc.) have developed a sun safety policy for the school.
- Describe the policy or attach a copy for them to read and sign.
- Ask parents to support the school's new Sun Safety Policy.
- Ask parents to help reinforce the policy by practicing sun safety at home with their children. For example, apply sunscreen with an SPF 45 to children before dropping them off at school; send them to school wearing a wide-brimmed hat, long-sleeved shirt, and sunglasses; talk to children about the importance of playing in the shade; and be a sun-safe role model.
- Ask parents to contact you for more information if they have any questions about the Sun Safety Policy.

# Sun Safety Information Sheet

## It's Time For **EVERYONE** to take the sun seriously.



### THE FACTS

- There are over 1 million new cases of skin cancer in the U.S. each year.
- Skin cancer is the most common cancer in the U.S.; 1 in 5 Americans develop skin cancer.
- Melanoma skin cancer can be deadly; one American dies of skin cancer every hour.
- Most skin cancers are caused by over exposure to the sun's UV rays.
- We get 80% of our lifetime sun exposure by the age of 18.
- Even 1 severe sunburn in childhood can double the risk of developing melanoma later in life.

*Nearly all skin cancer can be prevented through sun safety...  
Make it a family habit!*

### INFANTS

- Do not use sunscreen on babies under 6 months old.
- Cover babies with protective clothing, hats, and sunglasses.
- Shade babies with carrier/stroller covers or umbrellas.

### KIDS

- Apply sunscreen to children every day before school.
- Teach kids to re-apply sunscreen every two hours.
- Teach kids that a sunburn hurts their skin.

### ADULTS

- If you sunbathe – STOP!
- Use UVA/UVB SPF 15+ sunscreen every day.
- Avoid tanning lamps, booths and beds.
- Be a role model for your kids.
- Reapply sunscreen every 2 hours.

### EVERYONE

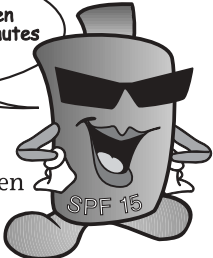
- Limit time spent in the sun.
- Avoid peak sun intensity hours (10am-3pm).
- Wear a wide-brimmed hat.
- Stay in the shade.
- Wear sunglasses every day.
- Do not sunburn.
- Wear long-sleeved shirts & long pants.

# Sun Safety Squad

Use these characters in newsletters to promote sun safety.

Make Sun Safety a Family Habit!

"Wear SPF 15+ sunscreen every day. Put it on 30 minutes before you play."



Susan Sunscreen



"From 10 to 3 use a shade tree!"

Make Sun Safety a Family Habit!

Sherman Shadetree



"If you're in a place that has no shade—take it with you and you'll have it made!"

Make Sun Safety a Family Habit!

Ella Umbrella

Make Sun Safety a Family Habit!



"Wear hats with wide brims, sunglasses, and clothing that covers the most skin."

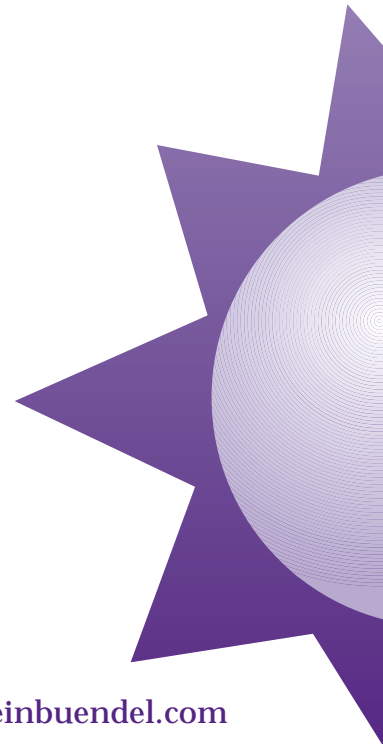
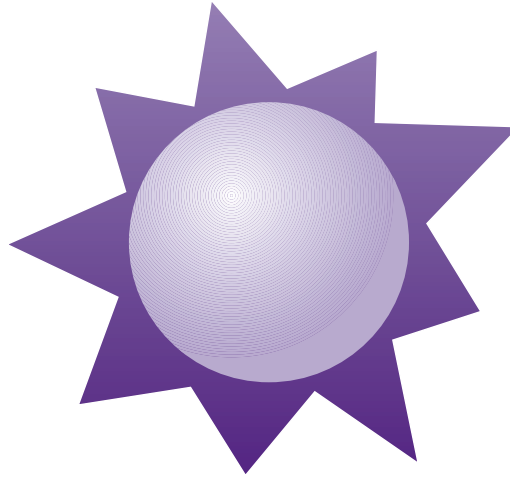
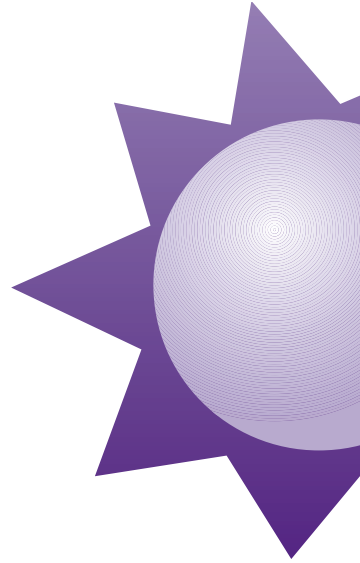
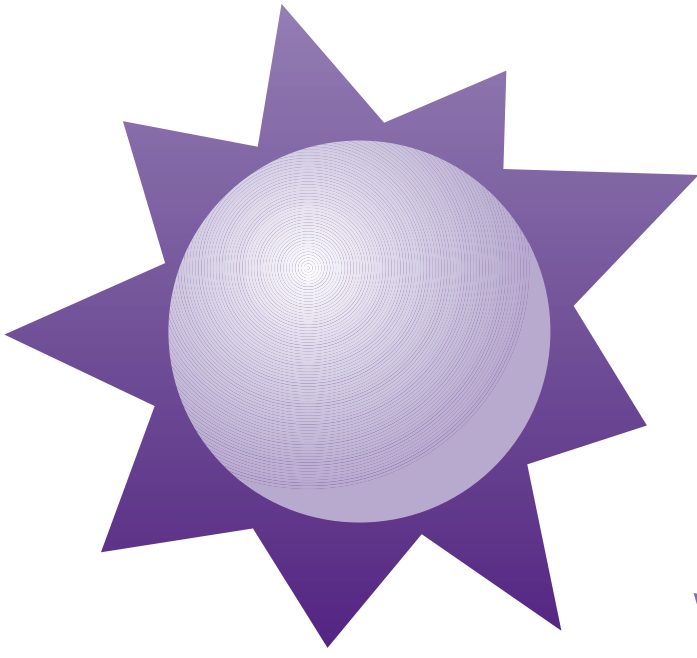
Willie Widebrim

Make Sun Safety a Family Habit!

"Don't forget your special skin. It protects you from the outside in. By protecting your skin from the sun, you are a winner - you're number 1!"



Sun Safety Squad



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[www.sdhw.info](http://www.sdhw.info)

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