

# SunSmart event Checklist.

## Use this checklist to ensure your event is SunSmart and sun safe!

Cancer Council SA is keen to work with outdoor event and festival organisers to help protect staff, volunteers and event-goers from skin and eye damage, and ultimately, skin cancer.

Sunburn and other UV damage is common at outdoor events and festivals, when people are exposed to the sun's ultraviolet (UV) radiation for long periods of time. Therefore, UV radiation needs to be considered as part of safety and risk management planning.

### Pre-event planning

- Event has been scheduled for early morning or late afternoon/evening to avoid peak UV times, where possible.
- Location has been checked to determine what shade is already available and where additional shade may be needed.
- Event layout utilises existing shade and the position of stages, stalls, activities and eating areas where people are likely to congregate, take advantage of any shade that could be created from these structures, particularly during peak UV times of the day.
- Event editorial and promotional images reflect a SunSmart message e.g. hats, sunglasses and shirts with sleeves etc.
- Sun protection reminders are included in promotional materials and on the event website e.g. BYO sunscreen, hat and shade.
- SunSmart widget has been added to the event/organisation's website.
- Sun protection information is included in staff and volunteer training and/or inductions.

### On the day

- Daily sun protection times are displayed on signage or on the event website.
- PA announcements during the event remind event-goers to use and reapply sun protection.
- SunSmart resources including brochures, posters and wallet cards are on display.
- Sunscreen is provided or available for purchase at your event.

### Staff and volunteers

Staff and volunteers model SunSmart practices:

- Sun protective hats that shades the face, neck and ears are worn.
- Uniform or dress code includes sun protective clothing that covers as much skin as possible.
- SPF 30 or higher broad-spectrum, water resistant sunscreen is available for application and workers are encouraged to reapply two-hourly or more often if perspiring, or working around water.
- Close-fitting wraparound sunglasses are worn (where practical).
- Staff and volunteers have access to shade from buildings, trees and other structures, where possible.
- Rotating rosters are put in place to minimise any time spent in direct sun.

### Event-goers

- Event-goers are reminded to bring sun protection via pre-event bulletins, website banners, event guides and social media.
- Event-goers are encouraged to download the free SunSmart app.
- Where possible, event-goers are allowed to bring their own temporary shade (e.g. tents or umbrellas).
- SPF 30 or higher broad-spectrum, water resistant sunscreen is available to apply for free or to purchase.

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