

Broome County Council of Churches

Sun Protection Recommended Guidelines

Rational: Skin cancer is one of the most common cancers in the United States. The main cause of almost all forms of skin cancer is exposure to ultraviolet radiation (UV). Broome County Council of Churches (the Council) recognizes skin cancer's risk can be greatly reduced when precautions are practiced and is committed to ensuring that all its staff, volunteers, and public events are protected from UV radiation exposure. In line with our mission and core values, the Council will be implementing the following sun safety recommendations.

Objectives:

- To increase awareness of skin cancer and its preventative measures with staff, volunteers, and groups of visitors.
- Provide sun safe recommendations for staff, volunteers, and events in order to decrease exposure to UV radiation.
- To develop strategies which encourage responsible decision making about sun protection amongst staff, volunteers, and event goers.

Recommendations:

Employees

Protective Clothing, Hats, Sunglasses

- Staff will be encouraged to wear sun-protective clothing and equipment when outside, year-round.
- Sun-protective equipment includes, but is not limited to:
 - A hat with a wide-brim that protects the face, neck, and ears
 - Safe and shatter resistant sunglasses with 100% UV protection

Sunscreen

- Staff will be encouraged to use broad spectrum, water resistant sunscreen with a SPF of 15 or higher to all exposed areas and rub in well.

- These areas will be especially applied:
 - Face
 - Nose
 - Ears
 - Feet
 - Hands
- Education for applications will be prior to 30 minutes before exposure to the sun, and every additional two hours if in the sun for long periods of time.

Shade Protection

- Staff will consider shading and timing when planning outdoor events.
- Sufficient areas of shade will be provided during outdoor events, and staff will be encouraged to seek shaded areas.
- Staff will monitor the heat index and will adjust events accordingly. Staff will be monitored closely for heat-related illnesses.
- Sun exposure will be limited as much as possible during the hours between 10 AM. and 4 PM when UV radiation is the strongest. Availability of shade will be considered when planning events during these times.

Education, Increasing Awareness, and Staff Development

- New staff will be orientated to this recommendation at time of hire and given a paper copy.
- Routine sun safety and skin cancer prevention training will be provided to all staff yearly.
- The sun safety recommendations will be reinforced in a positive way by staff and educational reminders will be sent through newsletters, memos, and meetings.
- Skin cancer education and ways to protect the skin from UV radiation will be incorporated into staff reminders.

Volunteers and Consumers

Protective Clothing, Hats, and Sunglasses

- Volunteers will be encouraged to wear sun-protective clothing and equipment when outside, year-round.
- Protective equipment includes:
 - A hat with a wide brim that protects the face, neck, and ears
 - Safe, shatter resistant sunglasses with 100% UV protection

Sunscreen

- Volunteers will be encouraged to apply broad spectrum, water resistant sunscreen with a SPF of 15 or higher to all exposed areas.
 - These areas should be especially applied:
 - Face
 - Nose
 - Ears
 - Feet
 - Hands
- Application should be prior to 30 minutes before exposure, and every additional two hours if in the sun for long periods of time.

Shade Protection

- Staff will consider shading and timing when planning outdoor events with volunteers.
- Sufficient areas of shade will be provided for events and volunteers will be encouraged to seek shaded areas for outdoor events.
- Staff will remind and encourage volunteers to use shade during outdoor events.
- Volunteers will be monitored closely for heat-related illnesses.

Education, Increasing Awareness, and Volunteer Development

- Volunteers will be orientated to this recommendation at the time of volunteer orientation and given a paper copy of this policy.
- Routine sun safety and skin cancer prevention training will be provided to all volunteers yearly.
- The sun safety policy will be reinforced in positive ways, and educational reminders will be sent through newsletters, memos, and meetings.

Events

Shade Protection

- Shaded areas will be provided at all outdoor events and participants will be encouraged to seek shaded areas.
- Staff and volunteers will outline all shaded areas available for participants to utilize.


Education and Increasing Awareness

- In a prominent designated area, information will be provided about sun safety and skin cancer prevention.
- Education will be provided as needed.

Monitor and Review: This recommendation will be reviewed annually and modified accordingly by the Council.

Contact Person: Please contact Rev. Dr. Joseph Sellepack, Executive Director at jsellepack@broomecouncil.net with any questions or concerns regarding this policy.

Date Sun Protection Recommended Guidelines adopted by the Council:



Rev. Dr. Joseph Sellepack
Executive Director