



SUN PROTECTION POLICY

Quality Area 2: Children's Health and Safety

POLICY STATEMENT

Our service recognises the value of outdoor play and learning in a sun safe way. We are committed to ensuring all children, educators and staff are protected from ultraviolet (UV) radiation for all outdoor activities.

This includes:

- Providing shade in the outdoor environment
- Ensuring all sun protection measures are promoted and utilised
- Encouraging and supporting children to develop independent sun protection skills
- Providing learning opportunities for children, staff and families

GOALS/WHAT ARE WE GOING TO DO?

Orchard Early Learning Centres will provide the opportunity to play outside, throughout the year, in all different kinds of weather. By teaching sensible sun protection habits from an early age and implementing sun protection measures, early childhood services can play a significant role in reducing skin cancer risk.

STRATEGIES AND PRACTICES

Outdoor Activity

A combination of sun protection measures will be used whenever UV Index levels reach 3 and above. These measures include:

- Slip on clothing that covers as much skin as possible
- Slop on sunscreen
- Slap on a hat
- Seek shade
- Slide on sunglasses (optional)
- Have access to drinking water

Shade

- The service will provide and maintain adequate shade for outdoor play.
- Shade options can include a combination of portable, natural and built shade.
- Regular shade assessments will be conducted to monitor existing shade structures and assist in planning for additional shade.

Hats

- Orchard Early Learning Centre hats are available as spare children's hats should children forget to bring a hat from home. The Orchard ELC hats meet the SunSmart guidelines.
- If the spare hats are exhausted, the children without hats or suitable clothing will be





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- required to play indoors or in shaded areas.
- All Orchard ELC spare hats are washed daily.

Clothing

- When outdoors, educators, staff and children will wear SunSmart clothing that covers as much of the skin (especially the shoulders, back and stomach).
- This includes wearing:
 - Loose fitting shirts and dresses with sleeves or a covered neckline.
 - Longer style skirts, shorts and trousers.
 - Children who are not wearing SunSmart clothing are encouraged to play in an area protected from the sun (e.g. under shade, veranda or indoors) or are provided with spare clothing.

Sunscreen

- All staff and children will apply SPF30+ broad-spectrum water-resistant sunscreen prior to going outdoors and re-apply every 2 hours, or more frequently if the children are perspiring or involved with water play.
- Where appropriate, children are encouraged and supported to apply their own sunscreen under the supervision of staff.
- Permission to apply sunscreen is included in the service enrolment form. Where children have allergies or sensitivity to the sunscreen, parents are asked to provide an alternative sunscreen, or the child encouraged to play in the shade.
- All sunscreen is stored in a cool, dry place and the expiry dates monitored.

Babies

- Babies under 12 months will not be exposed to direct sunlight.
- Babies clothing, hat and shade positioning are checked regularly to ensure they continue to be well protected from the sun.
- The use of sunscreen on babies under 6 months is not recommended due to their sensitive skin.

Education

- Sun protection is incorporated regularly into learning programs. Children understand why sun safety is important and learn how to take effective sun protection actions such as hat wearing.
- SunSmart App daily UV times are promoted to guide staff, parents and children's behaviour.
- Visitor, student and new employee inductions embed the transfer of information relating to the service's Sun Protection Policy.

Information and policy availability

- Sun protection policy, procedures, requirements and updates are made available to staff, families and visitors.
- Sun protection information and resources are accessible and communicated regularly to families.





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- All parents/families are informed of the sun protection policy including appropriate hat, clothing and sunscreen requirements on enrolling their child in the service

Review

- Management and staff regularly monitor and review how effectively they implement their sun protection policy.

ROLES AND RESPONSIBILITIES

The Approved Provider will:

- Ensure the service operates in line with the Education and Care Services National Law and National Regulations 2011.

The Nominated Supervisor/ Responsible Person / Educators will:

- Ensure sun protection information will be promoted to all staff, families and visitors.
- Provide support and advice to all staff with regard to the implementation of the Sun Protection Policy.
- Adhere to the strategies and practices of the Sun Protection Policy.
- Educators and staff will act as role models and demonstrate SunSmart behaviour by:
 - Wearing a SunSmart hat
 - Wearing protective clothing, and sunglasses (optional)
 - Applying SPF30+ broad-spectrum water-resistant sunscreen before going outdoors and every 2 hours after
 - Using and promoting the use of shade.
- Encouraging families and visitors to role model positive sun safe behaviours when at the service.
- Check the UV rating on Orchard ELC Staff and Family App "OWNA" on a daily basis or use www.sunsmart.com.au or the using the SunSmart App.
- Discussing sun protection with children and demonstrating a positive and proactive approach to the management of sun protection in the service.
- Water is offered to children frequently throughout the day regardless of whether they are indoors or outdoors.
- Educators may hose down artificial grass to keep it cool, or children may be directed to keep their shoes on during particularly hot days.
- Children play outdoors at the discretion of the educators who take into account weather conditions.
- Educators will actively encourage children to play in the shade. At times when the weather becomes too hot, educators move play to protected and shady areas, such as verandas, pergola's or inside.

RESPONSIBILITY OF PARENTS

- Dressing their child in cool clothing that covers as much skin as possible e.g. tops that cover the shoulders, arms and chest, collared shirts, longer style shorts.





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- Providing a sun protective hat that shades the face, neck and ears (e.g. wide-brimmed, bucket or legionnaire style).
- Provide permission for educators/staff to apply SPF 30 or higher broad-spectrum, water-resistant sunscreen supplied by the service to all exposed parts of my child's skin including their face, neck, ears, arms and legs. OR
- Provide permission for educators/staff to apply SPF 30 or higher broad-spectrum sunscreen (that I have supplied and labelled with my child/ children's name) to all exposed parts of my child's skin including their face, neck, ears, arms and legs. I agree that this sunscreen will be kept at the service and it is my responsibility to make sure there is always an adequate supply available.
- Practising SunSmart behaviours themselves when at the service.
- Parents are responsible for liberally applying a 30+ broad-spectrum water-resistant sunscreen to all exposed areas of their children's skin on arrival at the Service.
- To notify the Service in writing if their child is allergic to sunscreen, and to supply an alternative sunscreen clearly labelled with the child's name.

LINKS TO EDUCATION AND CARE SERVICES NATIONAL REGULATIONS, NATIONAL QUALITY STANDARD

- National Quality Standard, Quality Area 1: Educational Program and Practice – Standards 1.1, 1.2
- National Quality Standard, Quality Area 2: Children's Health and Safety – Standards 2.1, 2.2
- National Quality Standard, Quality Area 3: Children's Health and Safety – Standards 3.1, 3.2
- National Quality Standard, Quality Area 4: Staffing Arrangements – Standards 4.1, 4.2
- National Quality Standard, Quality Area 5: Relationships with Children – Standards 5.1, 5.2
- National Quality Standard, Quality Area 6: Collaborative Partnerships with Families and Communities – Standards 6.1, 6.2
- National Quality Standard, Quality Area 7: Governance and Leadership – Standards 7.1, 7.2
- Radiation Protection Standard for Occupational Exposure to Ultraviolet Radiation (2006)
- Safe Work Australia - Guide on exposure to solar ultraviolet radiation (UVR) 2013

SOURCES/RESOURCES / USEFUL LINKS

Resources and useful links

- National Asthma Council – www.nationalasthma.org.au
- Asthma Australia – www.asthmaaustralia.org.au
- Australasian Society of Clinical Immunology and Allergy – www.allergy.org.au
- Diabetes Australia – www.diabetesaustralia.com.au
- SunSmart - www.sunsmart.com.au
- Cancer Council Australia - www.cancer.org.au

Sources

- Australian Children's Education and Care Quality Authority (ACECQA) – www.acecqa.gov.au





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- NSW Cancer Council – www.cancer council.com.au
- Cancer Council Sample Early Education and Care Sun Protection Policy: www.sunsmartnsw.com.au/wp-content/uploads/2020/03/SunSmart-Early-Childcare-Policy.pdf

POLICY REVIEW

The Service encourages staff and parents to be actively involved in the annual review of each of its policies and procedures. In addition, the Service will accommodate any new legislative changes as they occur and any issues identified as part the Service's commitment to quality improvement. The Service consults with relevant recognised authorities as part of the annual review to ensure the policy contents are consistent with current research and contemporary views on best practice.

Date(s) reviewed: April 2019 / April 2020 / January 2021 / February 2022.

