

# SUN PROTECTION



## POLICY STATEMENT

Australia has the highest rate of skin cancer in the world. Skin cancer, including melanoma and non-melanoma, is the most common cancer in Australia.

Exposure to ultraviolet (UV) radiation in childhood is a major risk factor for the development of skin cancer later in life. By implementing a best-practice Sun Protection Policy, Early Childhood Education and Care Services can help protect staff and children from UV radiation and teach children good sun protection habits from an early age to reduce their risk.

Sun protection times are a forecast for the time of day UV levels will reach 3 or above. At these levels, sun protection is recommended for all skin types and the policy areas should be implemented. In NSW, UV levels are high enough (UV 3 or above) to damage unprotected skin most months of the year. UV levels are particularly high during the summer months and highest in the middle of the day (Cancer Council NSW).

## GOALS

This policy provides guidelines to support the 10 recommendations from the Cancer Council and to:

- I. Ensure all children, educators and staff are well protected from too much UV exposure by using a combination of sun protection measures whenever UV levels reach 3 and above.
- II. Ensure the outdoor environment is sun safe and provides shade for children, educators and staff.
- III. Ensure children are encouraged and supported to develop independent sun protection skills.
- IV. Support duty of care and regulatory requirements.
- V. Support appropriate WHS strategies to minimise UV risk and associated harms for educators, staff and visitors.

This policy has been adapted from the NSW Cancer Council Sun Protection Policy Sample for further detail visit

[www.cancerCouncil.com.au](http://www.cancerCouncil.com.au).

## STRATEGIES

### OUTDOOR ACTIVITY

UV levels and daily sun protection times are used to plan daily activities and ensure a correct understanding of local sun protection requirements. 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 where possible

When children are on excursions all sun protection practices are planned, organised, understood and available.

### Shade

- I. All outdoor activities will be planned to occur in shaded areas.
- II. The program will be set up in the shade and moved throughout the day to take advantage of shade patterns.
- III. Our service will provide and maintain adequate shade for outdoor play. With use of natural trees, shade cloths and veranda cover.
- IV. Regular shade assessments will be conducted to monitor existing shade structures and assist in planning for additional shade.
- V. Play equipment will be monitored for hot surfaces and supervised accordingly to minimise risk of burns and injury.

### Hats

Educators, staff and children are required to wear SunSmart hats that protect their face, neck and ears. A SunSmart hat is:

- I. Legionnaire hat
- II. Bucket hat with a deep crown and brim size of at least 5cm (adults 6cm).
- III. Broad brimmed hat with a brim size of at least 6cm (7.5cm for adults).

Important note: Baseball caps or visors do not provide enough sun protection and not considered a suitable alternative.

Children without a SunSmart hat will be asked to play in an area protected from the sun (e.g. under shade, veranda or indoors) or can be provided with a spare hat.

### Clothing

When outdoors, educators, staff and children will wear SunSmart clothing that covers as much of the skin (especially the shoulders, back and stomach) as possible. This includes wearing: Loose fitting shirts and dresses with sleeves and collars or 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.

Please note: Midriff, crop or singlet tops do not provide enough sun protection and therefore are not recommended.

### Sunscreen

All staff and children will apply SPF30+ broad-spectrum water-resistant sunscreen 20 minutes before going outdoors and re-apply at two-hourly intervals or when going outdoors again.

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.

Parents / guardians are encouraged to provide their own sunscreen (preferably in roll-on form) labelled with the child's name and kept at the service. This is particularly important where children have allergies or sensitivity to some creams. Our service does have standard Banana Boat sunscreen available for all children if required.

All sunscreen is stored in a cool, dry place and the expiry dates monitored.

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Page 2 of 2

## Maintaining Hydration Levels

The risk of dehydration to children from outdoor play and hot weather is high and can be dangerous.

Water will be offered to the children throughout the day regardless of indoor or outdoor play settings.

## 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 and accessing daily UV levels.

SunSmart App daily UV times are promoted to guide staff, parents and children's play outdoors.

Visitor, student and new employee inductions embed the transfer of information relating to the service's Sun Protection Policy.

## ROLES AND RESPONSIBILITIES

### Approved Provider responsibilities

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

### Nominated Supervisor responsibilities

- I. Ensure sun protection information will be promoted to all staff, families and visitors.
- II. Provide support and advice to all staff with regard to the implementation of the Sun Protection Policy.

### Educator responsibilities

- I. Adhere to the strategies and practices of the Sun Protection Policy.
- II. Educators and staff will act as role models and demonstrate SunSmart behaviour by: Wearing a SunSmart hat (see Hats).
- III. Wearing protective clothing, and sunglasses (optional) (see Clothing).
- IV. Applying SPF30+ broad-spectrum water-resistant sunscreen 20 minutes before going outdoors and every 2 hours after (see *Sunscreen*).
- V. Using and promoting the use of shade.
- VI. Encouraging families and visitors to role model positive sun safe behaviours when at the service.
- VII. Check the UV Alert on a daily basis at [www.sunsmart.com.au](http://www.sunsmart.com.au) or using the SunSmart App.
- VIII. Discussing sun protection with children and demonstrating a positive and proactive approach to the management of sun protection in the service.

### Family's responsibilities

- I. 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.
- II. Providing a sun protective hat that shades the face, neck and ears (e.g. wide brimmed, bucket or legionnaire style).
- III. 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

- IV. 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.
- V. Practicing SunSmart behaviours themselves when at the service.

## RELATED GUIDELINES, STANDARDS, FRAMEWORKS, LEGISLATION

### National Quality Standards

Quality Area 1: Educational Program and Practice – Standards 1.1, 1.2

Quality Area 2: Children's Health and Safety – Standards 2.1, 2.2

Quality Area 3: Children's Health and Safety – Standards 3.1, 3.2

Quality Area 4: Staffing Arrangements – Standards 4.1, 4.2

Quality Area 5: Relationships with Children – Standards 5.1, 5.2

Quality Area 6: Collaborative Partnerships with Families and Communities – Standards 6.1, 6.2

Quality Area 7: Governance and Leadership – Standards 7.1, 7.2

### Office of the Childrens Guardian: Child Safe Standards

Standard 1: Child safety is embedded in the organisational leadership, governance and culture.

Standard 2: Children participate in decisions affecting them and are taken seriously.

Standard 3: Families and communities are informed and involved.

Standard 5: People working with children are suitable and supported.

Standard 7: Staff are equipped with the knowledge, skills and awareness to keep children safe through continual education and training.

Standard 8: Physical and online environments minimise the opportunity for abuse to occur.

Standard 10: Policies and procedures document how the organisation is child safe.

### Legislation

Education and Care Services National Law Act 2010: Section 167

Education and Care Services National Regulations: Regulations 100, 113, 114, 168(2)(a)(ii)

Model WHS laws, 2011

Radiation Protection Standard for Occupational Exposure to Ultraviolet Radiation (2006)

Safe Work Australia - Guide on exposure to solar ultraviolet radiation (UVR) 2013

## RESOURCES / USEFUL LINKS

NSW Cancer Council – [www.cancercouncil.com.au](http://www.cancercouncil.com.au)

## MONITORING, EVALUATION AND REVIEW

This policy will be monitored to ensure compliance with legislative requirements and unless deemed necessary through the identification of practice gaps, the service will review this Policy every two years.

Families and staff are essential stakeholders in the policy review process and will be given opportunity and encouragement to be actively involved.

In accordance with R. 172 of the Education and Care Services National Regulations, the service will ensure that families of children enrolled at the service are notified at least 14 days before making any change to a policy or procedure that may have significant impact on the provision of education and care to any child enrolled at the service; a family's ability to utilise the service; the fees charged or the way in which fees are collected.