



QUALITY AREA 2: CHILDREN'S HEALTH AND SAFETY

*We would like to acknowledge Community Child Care Co-operative (NSW) for material used in this policy*

### **Policy Statement**

**This policy provides guidelines to:**

**Ensure all children, educators and staff have some UV exposure for vitamin D.**

**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.**

**Ensure the outdoor environment is sun safe and provides shade for children, educators and staff.**

**Ensure children are encouraged and supported to develop independent sun protection skills.**

**Support duty of care and regulatory requirements.**

**Support appropriate OHS 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).**



**NORTH ROCKS  
PRE-SCHOOL**



# Sun Protection

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## Goals / What are we going to do?

A balance of Ultraviolet Radiation (UV) exposure is important for health. Too much of the sun's UV can cause sunburn, skin and eye damage and skin cancer in later life. Too little UV from the sun can lead to low Vitamin D levels. Vitamin D is essential for healthy bones and muscles and for general health Sunsmart 2015.

## Strategies / How will it be done?

### Outdoor Activity

The service will use a combination of sun protection measures whenever UV Index levels reach 3 and above. This will include:

From October to March sun protection is required at all times. Extra sun protection is needed between 11am and 3pm and during this period outdoor activities should be minimised. Minimising outdoor activities includes reducing both the number of times (frequency) and the length of time (duration) children are outside.

From April to September (excluding June and July) outdoor activity can take place at any time. However, from 10am–2pm sun protection is required.

In June and July when the UV index is mostly below 3, sun protection is not required. Extra care is needed for services in the far west and north of NSW and for all children who have very fair skin.

All sun protection measures (including recommended outdoor times, shade, hat, clothing and sunscreen) will be considered when planning excursions and activities.



## Shade

- All outdoor activities will be planned to occur in shaded areas.
- The program will be set up in the shade and moved throughout the day to take advantage of shade patterns.
- 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.
- Outdoor activities scheduled outside of peak UV times.

## Hats

- Educators, staff and children are required to wear sun safe hats that protect their face, neck and ears. A sun safe hat is: Legionnaire hat.
- Bucket hat with a deep crown and brim size of at least 5cm (adults 6cm).
- Broad brimmed hat with a brim size of at least 6cm (adults 7.5cm).

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

- Children without a sun safe 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 sun safe 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 sun safe clothing will be 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 every 2 hours.\*

Where appropriate, children are encouraged and supported to apply their own sunscreen under the supervision of staff.

*\* The World Health Organisation reports that people with naturally very dark brown or black skin (skin that rarely or never burns) may not be required to wear sunscreen as the melanin in their skin can often tolerate higher levels of UV radiation without burning. This is a decision for families to make. Hats remain necessary to protect the student's eyes from UV damage. With parental consent, children with naturally very dark skin are not required to wear sunscreen to help with vitamin D requirements.*

# Roles and Responsibilities

Role	Authority/Responsibility For
<b>Nominated Supervisor</b>	<ul style="list-style-type: none"><li>• Ensure the service operates in line with the Education and Care Services National Law and National Regulations 2011</li><li>• Ensure children are adequately supervised, are not subject to inappropriate discipline, and are protected from harms and hazards.</li><li>• Ensure sun protection information will be promoted to all staff, families and visitors.</li><li>• Provide support and advice to all staff with regard to implementation of the Sun Protection Policy.</li></ul>
<b>Early Childhood Educators Certified Supervisors</b>	<ul style="list-style-type: none"><li>• Adhere to the strategies and practices of the Sun Protection Policy.</li><li>• Educators and staff will act as role models and demonstrate sun safe behaviour by: Wearing a sun safe hat (see Hats).</li><li>• Wearing sun safe clothing (see Clothing).</li><li>• Applying SPF30+ broad-spectrum water-resistant sunscreen 20 minutes before going outdoors.</li><li>• Using and promoting shade.</li><li>• Encouraging families and visitors to role model positive sun safe behaviours when at the service.</li><li>• Check the UV Alert on a daily basis during the summer months at <a href="http://www.sunsmart.com.au">www.sunsmart.com.au</a> or using the Sun Smart App.</li></ul>

# Roles and Responsibilities

Role	Authority/Responsibility For
<b>Families</b>	<ul style="list-style-type: none"><li>• To dress 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.</li><li>• To provide a sun protective hat that shades the face, neck and ears (e.g. wide brimmed, bucket or legionnaire style).</li><li>• Unless their child has naturally very dark brown or black skin, to give permission for educators/staff to apply SPF 30 or higher broad spectrum, water resistant sunscreen supplied by the service to all exposed parts of the child's skin including their face, neck, ears, arms and legs. OR</li><li>• To give permission for educators/staff to apply SPF 30 or higher broad spectrum to all exposed parts of the child's skin including their face, neck, ears, arms and legs.</li><li>• Encouraged to practise Sun Smart behaviours themselves when at the service.</li></ul>

## 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.





## **Related Guidelines, Standards, Frameworks**

- **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: Guidance Note for the Protection of Workers from the Ultraviolet Radiation in Sunlight (2008)**



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## RESOURCES/USEFUL LINKS

National Asthma Council – [www.nationalasthma.org.au](http://www.nationalasthma.org.au)

Asthma Australia – [www.asthmaaustralia.org.au](http://www.asthmaaustralia.org.au)

Australasian Society of Clinical Immunology and Allergy –  
[www.allergy.org.au](http://www.allergy.org.au)

Diabetes Australia – [www.diabetesaustralia.com.au](http://www.diabetesaustralia.com.au)

## SOURCES

Australian Children's Education and Care Quality Authority  
(ACECQA) – [www.acecqa.gov.au](http://www.acecqa.gov.au)

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

## Related Legislation

Education and Care Services National Law Act 2010: Section 167

Education and Care Services National Regulations 2011:  
Regulations 100, 113, 114, 168(2)(a)(ii)

Occupational Health and Safety Act 2004