



## SUN PROTECTION POLICY

(M)

### Mandatory – Quality Area 2

#### POLICY

The aim of this policy is inline and accredited with SunSmart standards to:

Ensure that children, staff and patrons that utilize the centre are protected from damaging levels of ultraviolet (UV) radiation from the sun.

This policy outlines what our service does to ensure and protect from the overexposure to ultraviolet radiation from the sun.

- To raise community awareness and communication to the damaging effects and risk from overexposure to ultraviolet radiation from the sun.
- To assist children in developing a responsible awareness, healthy behavior and lifelong attitude toward protection from the sun's ultraviolet radiation.

#### SCOPE

This policy applies when planning or undertaking any event or activity outdoors from mid-August until the end of April and whenever the UV index level reaches 3 and above.

Particular care should be taken between the hours of 10am and 3pm when the UV index levels reach their peak.

This policy applies to all staff, parents/guardians, children, Committee of management, volunteers and other person relevant to the centre, including visiting specialist and placements

#### Background and Relevant Legislations

- Whenever UV index levels reach 3 (moderate) and above sun protection is required. At that level, UV radiation can damage the skin and lead to skin cancer.
- In Victoria, average UV Index levels are 3 and above for most of the day from mid-August to the end of April reaching their peak between 10am – 3pm.
- Australia has the highest rate of skin cancer in the world.
- Young children and babies are at particular risk of sunburn and skin damage due to their sensitive skin.
- The National Childcare Accreditation Council Quality Improvement and Accreditation Systems require all childcare services to have a sun protection policy in place.
- Early Childhood services have a Duty of Care and responsibility to implement skin cancer prevention strategies for children and staff health.
- Children's Services Guidelines
- Occupational Health and Safety Act 2004
- Children Services Act 1996
- Sun Smart Standards

#### DEFINITIONS

**Duty of Care** – This refers to the need to protect children against foreseeable harm

**Protective** – Serving to protect

**Ultraviolet radiation** – invisible rays that come from the sun. Ultraviolet radiation can damage the skin and cause melanoma and other types of skin cancer. Commonly referred to as "UV Rays", consist of both UVA and UVB rays from the sun. Without proper protection, UV rays can lead to various eye conditions and damage.

**Physical environment** – In this policy refers to the environment in which is outdoors used.

**Broad Spectrum** – broad-spectrum sunscreens contain products to block both UVA and UVB rays.



## PROCEDURES

### ***The Approved Provider, Nominated Supervisor and/or MoC of the centre shall ensure that:***

- Their Duty of care is met in relation to staff and children at the service by implementing and following the implemented skin cancer prevention strategies.
- A safe working environment in accordance with Occupational Health and Safety Act is provided.
- The physical environment contains sufficient shade and the availability of shade whilst on excursions is considered in staff planning.
- That staff, parents/guardians are aware of this policy and the enforced Sun Smart recommendations in relation to appropriate attire and preventative measures.
- That staff, parents/guardians are aware of the consequences if the appropriate attire and preventive measures are not followed.
- The Committee of Management and staff monitor and review the effectiveness of the sun protection policy and revise as required.
- Reminders are placed in the Newsletter on regular intervals throughout the year and posters and signage is displayed throughout the centre.
- Sunscreen is available for staff and children to use between the months of mid-August to May.

### ***The staff responsible for the care of the children at the centre shall ensure:***

1. They act as a responsible role model by wearing sun protective hats, clothing and sunglasses, apply SPF 50+ broad-spectrum water-resistant sunscreen and seek shade whenever possible whilst outside.
2. That families are aware of the following list of requirements to comply with this policy during the months of mid-August through to the end of April.
3. Children are to wear loose fitting clothing that covers as much of the skin as possible. Children are to wear hats that protect their face, neck and ears, i.e. legionnaire, broad brimmed or bucket hats (baseball caps are not recommended)
4. It is suggested that children wear or bring close fitting, wrap around
5. Sunglasses that meet the Australian Standards and cover as much of these areas as possible.
6. That children have SPF 50+(or higher) broad-spectrum water-resistant sunscreen applied prior to attending the centre.
7. Provide appropriate SPF 50+(or higher) broad-spectrum water-resistant sunscreen for their child if they do not want the centres to be use
8. Infants between the ages of birth to 12mths are kept out of direct sunlight and that parents/guardians are aware of the following additional precautionary measures.
9. Physical protection such as shade, clothing and broad-brimmed hats are the best sun protection measures. If babies are kept out of the sun or well protected from UV radiation by clothing, hats and shade, then sunscreen need only be used occasionally on very small areas of a baby's skin.
10. The widespread use of sunscreen on babies under 6 months old is not recommended.
11. That the five sun protective measures as listed above are followed SLIP SLOP SLAP SEEK SLIDE
12. That parents/guardians have indicated on their child's enrolment form whether they give permission for staff to apply sunscreen to their child whilst in the centres care.



13. Sunscreen is applied in accordance with the manufacturer's directions (which state to apply at least 20 minutes before going outdoors and reapply every two hours, or more frequently if sweating or swimming).
14. Children that are able to apply their own sunscreen under supervision are encouraged to do so to assist in fostering their independence and responsibility.
15. Staff will follow guidelines and advice from the National Health and Medical Research Council in appropriate application of sunscreen.
16. Ensure sunscreen is stored in a cool place, out of the sun and the expiry date is monitored.
17. Children are encouraged to use available areas of shade whilst when outside.
18. Provide the child with a hat if the parents/guardians *have not* provided one for outdoor play.

***The parents/guardians of children that attend the centre shall ensure that:***

- They strive to continue the continuity of sun protective measures and role modeling to the best of their ability whilst outside the centre.
- When in attendance at the centre they act as role models and practice sun smart behaviors themselves.
- They provide the child with appropriate and recommend protective attire for them to wear whilst at the centre.
- This includes loose-fitting clothing that covers as much skin as possible. Clothing made from cool, densely woven fabric is recommended. Families are asked to choose tops with elbow-length sleeves, higher necklines (or collars) and knee-length or longer style shorts and skirts for their child.
- If a child is wearing a singlet top or shoestring dress, they will be asked to choose a t-shirt/shirt to wear over this before going outdoors.
- Apply sunscreen SPF 50+ (or higher) broad spectrum, water resistant) to their child prior to attending the centre during the months of mid-August through to the end of April.
- Have indicated their approval of childcare staff applying the Centres sunscreen to their child or have provided their own from home.

**Related documents and policies.**

Child enrolment procedure.

[www.office-for-children.vic.gov.au](http://www.office-for-children.vic.gov.au)

(Outdoor play guide for Victorian children's services)

[www.bom.gov.au/announcements/uv/](http://www.bom.gov.au/announcements/uv/) (UV index readings)

National Health and Medical Research Council (application of sunscreen)

[www.sunsmart.com.au](http://www.sunsmart.com.au) (Early Childhood Sun Smart Bulletin 'Outside')

<http://www.cancer.org.au/> (Sun Safety)

**ATTACHMENTS**

**AUTHORISATION**

This policy was adopted by the Approved Provider of Outlets Co-operative Neighbourhood House LTD on 22/05/2020

**REVIEW DATE: 23/05/2023**