



SUN PROTECTION POLICY

Our service aims to balance the risk of skin cancer from too much sun exposure with maintaining adequate vitamin D levels in our children. We aim to take a sensible approach to sun protection in our service that empowers children to take responsibility for their own health and wellbeing (My Time, Our Place - Outcome 3). The sun's ultraviolet (UV) radiation is both the major cause of skin cancer and the best source of vitamin D. We need vitamin D to maintain good health and to keep bones and muscles strong and healthy. We aim to ensure that all children in attendance at the service when the UV forecast is 3 or above will be protected from harmful rays of the sun. All staff will model appropriate sun protection behaviour and enforce the sun protection policy. Evidence suggests that childhood exposure to UV radiation contributes significantly to the development of skin cancer in later life. Ultraviolet (UV) radiation cannot be seen or felt and can be high even on cool and overcast days. This means our service educators will teach children not to rely on clear skies or high temperatures to determine the need for sun protection and provide them with exposure to resources and materials that will reinforce this message and assist children to understand the complexities of their environment (My Time, Our Place - Outcome 2). Strategies for teaching sun protection in the service are based on children actively practicing and monitoring their own implementation of sun protection strategies as active learners (My Time, Our Place - Outcome 4). This will include children having opportunities to access UV alerts and monitoring the exposure to the sun of both themselves and their peers (My Time, Our Place - Outcome 5). Our service believes that implementing a best practice sun protection policy will have a major impact on reducing the risk of children developing skin cancer in later life

Key terms

• Term	• Meaning
• Ultraviolet (UV) radiation	• Ultraviolet (UV) radiation is a type of energy produced by the sun and some artificial sources, such as arc welders and solariums. The sun's UV is the main cause of skin cancer. Too much UV exposure also causes sunburn, tanning, premature ageing and eye damage. You can see the sun's light. You can feel the sun's heat. But you can't see or feel the sun's UV radiation. UV can reach you directly from the sun. It can also be reflected off different surfaces and scattered by particles in the air. Your senses cannot detect UV radiation, so you won't notice it is all around you and you won't notice any skin damage until it has been done
• UV Index	• The World Health Organization's Global Solar UV Index measures UV levels on a scale from 0 (Low) to 11+ (Extreme). Sun protection is recommended when UV levels are 3 (Moderate) or higher. The UV level is affected by a number of factors including the time of day, time of year, cloud cover, altitude, location and surrounding surfaces. • https://www.who.int/news-room/q-a-detail/radiation-the-ultraviolet-(uv)-index



<ul style="list-style-type: none">• Sun protection times	<ul style="list-style-type: none">• The sun protection times are a forecast from the Bureau of Meteorology showing when UV levels will be 3 and above. At this level there is a risk of skin damage for most Australians. You can find the sun protection times for your location on the free SunSmart widget and app or at sunsmart.com.au.
<ul style="list-style-type: none">• Shade	<ul style="list-style-type: none">• Well-designed and positioned shade can significantly reduce direct and indirect UV exposure and create cool, comfortable spaces for outdoor learning and play. Shade can be natural (trees, shrubs or shadow cast from nearby buildings), built (pergola, shade sails, etc.), portable (shade umbrellas, marquees, etc.) or a combination of these. Ensure shade is easily accessible, attractive, in good condition and regularly maintained. Use surfaces that don't easily reflect UV, e.g. natural, dark or rough surfaces such as grass, soil and tanbark. When combined with appropriate clothing, hats and sunscreen, children can be well protected from UV when outdoors.
<ul style="list-style-type: none">• Sun protective hat	<ul style="list-style-type: none">• A hat should shade the face, neck and ears such as a wide-brimmed or bucket hat (at least 5cm brim for young children) or legionnaire hat (make sure the front peak and back flap overlap at the sides). Caps and visors do not provide enough protection and should be swapped for a UV protective hat.
<ul style="list-style-type: none">• Sun protective clothing	<ul style="list-style-type: none">• If you can see skin, UV can reach it. Clothing can be a great barrier between the sun's UV and your skin. Cover as much skin as possible with cool, loose-fitting clothing made from densely-woven fabric like cotton. If a child is wearing a singlet top or dress with thin straps, they add a t-shirt or shirt before outdoor play.
<ul style="list-style-type: none">• Sunscreen	<ul style="list-style-type: none">• Sunscreen should be labelled SPF50 or SPF50+ and be broad-spectrum and water-resistant. For all children over 6 months, apply sunscreen to any skin not protected by clothing 20 minutes before going outdoors and reapply every two hours or after water activities. Make sure it has an Australian Licence (Aust L) number and monitor the expiry date. Store sunscreen below 30 degrees and out of direct sun. Cancer Council recommends a usage test before applying a new sunscreen.
<ul style="list-style-type: none">• Sunglasses	<ul style="list-style-type: none">• If practical for your setting, wear close fitting, wrap-around sunglasses that meet the Australian Standard 1067 (Sunglasses: Category 2, 3 or 4) and cover as much of the eye area as possible. Wearing a hat with a brim that shades the eyes can also reduce UV radiation to the eyes by 50%.



Roles and responsibilities

• Roles	• Responsibilities
• Approved provider	<ul style="list-style-type: none">• ensure that obligations under the Education and Care Services National Law and National Regulations are met• take reasonable steps to ensure that the nominated supervisor, educators and staff follow the sun protection policy and procedures• ensure adequate shading over areas for both active and passive outdoor play• ensure access to an adequate supply of sunscreen for children, educators and staff• ensure staff dress code/uniform includes sun protective clothing and hats• ensure that copies of the policy and procedures are readily accessible and available to nominated supervisors, coordinators, educators, staff, volunteers and families• ensure families are aware of and agree to support the service's sun protection policy and procedures
• Nominated supervisor	<ul style="list-style-type: none">• implement the sun protection policy and procedures as outlined in the document• monitor the daily sun protection times for your location• communicate these to educators, staff and children• support the implementation of sun protection measures during the sun protection times• promote sun safe practices with all children, families, educators and staff within the service
• Educators	<ul style="list-style-type: none">• implement the sun protection policy and procedures as documented• monitor the daily sun protection times for your location and manage sun safe outdoor play and learning accordingly• monitor, and where practical, adjust outdoor learning and play experiences to minimise direct and indirect UV exposure• utilise and role-model sun safe practices• communicate with families about SunSmart practices in general and specific expectations within the service (e.g. wearing protective clothing, sun protective hat styles).
• Families	<ul style="list-style-type: none">• be aware of, support and follow the service's sun protection policy and procedures• ensure children are dressed in appropriate sun protective clothing

- Source: <https://www.acecqa.gov.au/sites/default/files/2021-08/SunProtectionGuidelines.pdf>



Implementation:

1. Seek shade

- The approved provider and nominated supervisor makes sure there are enough shelters and trees providing shade in the outdoor area particularly in high-use areas.
- The availability of shade (natural, built, temporary) is considered when planning all outdoor activities.
- Students are encouraged to choose and use available areas of shade when outside.
- Students who do not have appropriate hats or outdoor clothing are asked to choose a shady play space or a suitable area protected from the sun **when the UV Index is 3 or above.**

2. Slip on sun-protective clothing

- Students are required to wear sun-safe clothing that covers as much skin as possible **when the UV Index is 3 or above.**

3. Slap on a sun protective hat

- All Students and educators wear hats that protect their face, neck and ears (legionnaire, broad-brimmed or bucket style). Caps and visors are not considered a suitable alternative.
- Students without a sun protective hat are provided with a spare hat where possible or asked to play in a shaded area **when the UV Index is 3 or above.**

4. Slop on sunscreen

- SPF50 broad-spectrum, water-resistant sunscreen is supplied by the service and/or families.
- Sunscreen is applied in accordance with the manufacturer's directions (applied at least 20 minutes before going outdoors and reapplied every two hours, or more frequently if sweating or playing with water) **when the UV Index is 3 or above.**
- Sunscreen is stored in a supervised, cool place, out of the sun. The expiry date is monitored.
- Where children have allergies or [sensitivities to sunscreen](#), parents are asked to provide an alternative sunscreen. If a child is not to have sunscreen applied a parent must sign a waiver to state this.

5. Slide on sunglasses [if desired]

- Where practical students can wear close-fitting, wrap-around sunglasses that meet the Australian Standard 1067 (Sunglasses: Category 2, 3 or 4) and cover as much of the eye area as possible.
- As part of Occupational Health and Safety (OH&S) UV risk controls and role-modelling, educators, staff and visitors (**when the UV Index is 3 or above**):
 - wear a suitable sun-protective hat, covering clothing and, if practical, sunglasses;
 - apply sunscreen; and
 - seek shade whenever possible.
- Sun protection considerations and actions are included in [risk assessments](#) for excursions and excursion checklists

6. Learning and Skills

- Sun protection is incorporated into the learning and development program.
- The SunSmart policy is reinforced by educators and through children's activities and displays.



- Educators are encouraged to complete Cancer Council's free Generation SunSmart online learning modules.
- Students are encouraged to be involved in initiatives to promote and model sun protection measures at the service including taking leadership roles in managing sun protection e.g. accessing daily UV levels and sun protection times, hat reminders and management of sunscreen.
- Educators, staff and families are provided with information about sun protection through family newsletters, service handbook, noticeboards and the service's website.

Legislative requirements

- [Occupational Health and Safety Act \(2004\)](#)
- [Children's Services Act 1996](#)
- [Children's Services Regulations 2009](#)
- [Child Wellbeing and Safety Act 2005 \(Vic\) \(Part 2: Principles for children\)](#)
- [Education and Care Services National Law Act 2010](#): Section 167: Protection from harm and hazards
- [Education and Care Services National Regulations 2011](#)

• Part 4.2: Children's health and safety	
Reg 100	Risk assessment must be conducted before
Part 4.3: Physical Environment	
Reg 113	Outdoor space: natural environment
Reg 114	Outdoor space: shade
Reg 116	Assessments of family day care residences and
Part 4.7: Leadership and service management	
Reg 168	Policies and procedures: Sun protection
Reg 169	Additional policies and procedures – family day
Reg 170	Policies and procedures to be followed
Reg 171	Policies and procedures to be kept available
Reg 172	Notification of change to policies or procedures