

Policy Name:	<b>Sun Protection Policy</b>
Date Created:	July 2011
Date Last Reviewed	December 2014, October 2017
Created By:	The Committee of Management and Staff
Authorised By:	Committee of Management
Review Responsibility:	The Committee of Management and Staff
Review Date:	October 2020

## **Mandatory – Quality Area 2**

### **Purpose**

This Policy will provide:

Guidelines to ensure that all children and educators are protected from overexposure to ultraviolet (UV) radiation from the sun, whilst maintaining a healthy exposure to the sun for Vitamin D intake, in accordance with SunSmart recommendations.

Information for parents/guardians, educators, volunteers and children attending Sherbourne Pre-School regarding sun protection.

### **Scope**

Sherbourne Preschool is very conscious of the risks to young children of exposure to direct sunlight. The SunSmart policy is to be implemented throughout the entire year, with particular emphasis from September to April (inclusive).

This policy applies to the Approved Provider, Person with Management or Control, Nominated Supervisor, Person in day to day Charge, staff, students, volunteers, parents/guardians, children and others attending the programs and activities of Sherbourne Pre-School.

This policy will apply whenever the sun's UV levels reach three or higher. Whenever this occurs a combination of sun protection measures are to be used for all outdoor activities.

In Victoria UV levels are usually three or higher from mid-August to the end of April. Please check the daily local sun protection times (refer to *Definitions*) to be sure you are using sun protection when it is required. Active outdoor play is encouraged throughout the day all year, provided appropriate sun protection measures are used when necessary.

## Definitions

<b>Wide brimmed hat</b>	The hat should have a brim of between 10cm and 12cm for adults, between 8cm and 10cm for children and 6cm for very young children.
<b>Legionnaire hat</b>	Caps with large peak and flaps at the back sides to protect the neck and ears.
<b>Sunscreen</b>	Non-allergenic cream with an SPF of 50+ that is broad-spectrum and water resistant.
<b>Clothing</b>	Clothing should fully cover shoulders. Singlets and sleeveless dresses are discouraged.

**Daily sun protection times** Times when it is estimated that the sun's UV radiation will be three or higher. Information about the daily sun protection times is available in the weather section of the daily newspaper, on the SunSmart website at: [www.sunsmart.com.au](http://www.sunsmart.com.au), at [myuv.com.au](http://myuv.com.au), as a free SunSmart app and as a free widget that can be added to websites.

**Shade** An area sheltered from direct and indirect sun, such as a large tree, canopy, verandah or artificial cover. Shade can be built, natural or temporary and can reduce overall exposure to the sun's UV by 75%. When combined with appropriate clothing, hats and sunscreen, children can be well protected from UV over exposure when outdoors. Research shows that preschool environments with trees, shrubbery, and broken ground not only provides better sun protection in outdoor play but also triggers more physical activity.

**SunSmart** The name of the program conducted by Cancer Council Victoria to promote an awareness of the need to provide sun protection: [www.sunsmart.com.au](http://www.sunsmart.com.au)

## Application

All educators, volunteers, students and children accessing the Sherbourne Preschool

## Policy statement

- This policy is to be followed whenever UV Index Levels reach three and above. In Victoria, UV Index levels are three and above from the beginning of September until the end of April.
- Maintaining sun protection throughout the entire year in the southern parts of Australia is not necessary and may lead to other health concerns. Sherbourne Preschool will not implement the sun protection policy during May to August in accordance with Sun Smart recommendations.
- Particular care is to be taken between 10am and 2pm (11am and 3pm daylight saving time) when UV levels reach their peak. For example, sunscreen will be reapplied after lunch on Tuesday and Thursday's.
- All children and staff are required to have a legionnaire or wide brimmed hat at the centre for daily use.
- The centre will provide non-allergenic sunscreen with a SPF of 50+ which is broad-spectrum and water resistant for children and staff participating in outdoor play.

- All children and staff are required to wear wide-brim hats and sunscreen when outdoors and access shady areas whenever possible.

### **Our responsibilities**

Sherbourne Preschool educators have a responsibility to ensure that:

- ensuring parents/guardians are informed of the *Sun Protection Policy* on enrolment, including the need to provide an appropriate sunhat and clothing for sun protection (refer to *Definitions*) for their child when attending the service
- The UV level is checked every morning using the SunSmart App and displayed for families to view on our notice board, prior to the commencement of the session.
- SunSmart awareness is incorporated into the program.
- A combination of sun protection measures are considered when planning all outdoor activities.
- All children have a hat on when playing outdoors, as per policy statement above.
- All children will be encouraged to apply their own sunscreen with educator supervision.
- Children are encouraged to play in shady areas for outdoor play.
- The use of wrap-around sunglasses that meet Australian Standard 1067 (sunglasses – category 2, 3 or 4) is encouraged.
- The availability of shade is considered when planning excursions and outdoor activities. (Regulations 100, 101).
- Parents sign an authority to allow staff to apply sunscreen to their child.
- We act as role models by practising SunSmart behaviours.
- Staff and families are provided with educational material on sun protection, skin cancer and the centre's sun protection policy, and ways they can help support it.

### **Family responsibilities**

Families have a responsibility to ensure that:

- Due to our indoor/outdoor play policy, parents are encouraged and expected to apply sunscreen to their child/children before commencing kinder. Staff will then reapply sunscreen to children as required throughout the kinder session.
- Staff are provided with sunscreen for their child if required. For example, allergies.
- Permission forms are signed to provide authority for staff to apply sunscreen prior to outdoor playtimes.
- A legionnaire or wide brimmed hat is brought to or left at the centre for their child's use.

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#### **Source**

Anti Cancer Council of Victoria T: (03) 9635 5148

Internet: [www.sunsmart.com.au](http://www.sunsmart.com.au)

National Quality Standard 2011

Education and Care Services National Regulations 2011

Early Years Learning Framework

**Legislation and standards**

Relevant legislation and standards include but are not limited to:

*Child Wellbeing and Safety Act 2005* (Vic) (Part 2: Principles for Children)

*Education and Care Services National Law Act 2010*: Section 167

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

*National Quality Standard*, Quality Area 2: Children's Health and Safety

Standard 2.3: Each child is protected

Element 2.3.2: Every reasonable precaution is taken to protect  
children from harm and any hazard likely to cause injury

*Occupational Health and Safety Act 2004*

**ATTACHMENT 1**

Authority to apply sunscreen



Authority for staff to administer sunscreen provided by the kinder

I, \_\_\_\_\_,

give permission for the staff at Sherbourne Pre-School to apply, as appropriate, SPF 50+ broad spectrum, water resistant sunscreen to all exposed parts on my child's body.

Or

give permission for the staff at Sherbourne Pre-School to apply, as appropriate, to all exposed parts on my child's body the sunscreen that I have supplied and labelled with my child/children's name. This sunscreen is an SPF 50+ (minimum), broad-spectrum, water resistant sunscreen. I understand that this sunscreen will be kept at the service

\_\_\_\_\_  
(Name of Child)

\_\_\_\_\_  
(Kinder group 3 or 4 yr old)

\_\_\_\_\_  
Signature (parent/guardian)

\_\_\_\_\_  
Date

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