Sun Protection Policy

1. SUN PROTECTION IN CHILDREN'S SERVICES POLICY

2. INTRODUCTION

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. Sun exposure in the first 10 years of a child's life is also a major factor in determining future skin cancer risk. Conversely, too little UV from the sun can lead to low vitamin D levels, which are essential for healthy bones and muscles, and for general health.

The Sun Protection Policy has been developed to balance these requirements. It includes guidelines and recommendations outlined by the Cancer Council and meets the Health and Safety requirements stipulated under the Education and Care Services National Regulations (2011). The Sun Protection Policy guides all Life Skills & Adventures services to provide a healthy and safe environment to all children and staff.

The goals of the Sun Protection Policy are to:

- Ensure all children and staff have some UV exposure for vitamin D.
- Encourage children and staff to use a combination of sun protection measures whenever UV Index levels reach 3 and above.
- Work towards a safe outdoor environment that provides shade for children and staff at appropriate times.
- Assist children to be responsible for their own sun protection.
- Ensure that families and new staff are informed of the service's SunSmart measures and Sun Protection Policy
- Encourage safe UV exposure whenever UV Index levels are below 3

3. POLICY

All Life Skills & Adventures services use a combination of sun protection measures for all outdoor activities from **September until the end of April** and whenever UV levels reach 3 and above, the level that can damage skin and eyes.

Shade

A shade audit is conducted regularly to determine the current availability and quality of shade.
Management makes sure there is a sufficient number of shelters and trees providing shade in the outdoor area.
The availability of shade is considered when planning excursions and all other outdoor activities.
Children are encouraged to use available areas of shade when outside.
Children who do not have appropriate hats or outdoor clothing are asked to play in the shade or a suitable area protected from the sun.
Where appropriate to take with the group, staff will also provide shade tents on excursions

Clothing

When outside, children are required to wear loose fitting clothing that covers as much skin as possible.
Clothing made from cool, densely woven fabric is recommended.
Tops with elbow length sleeves, and if possible, collars and knee length or longer style shorts and skirts are best.

Hats

All children are required to wear hats that protect their face, neck and ears, i.e. legionnaire,broad-brimmed or bucket hats. Baseball or peak caps are not considered a suitable alternative.

Sunglasses [OPTIONAL]

Children and staff are encouraged to wear close fitting, wrap-around sunglasses that meet the Australian Standard 1067 (Sunglasses: Category 2, 3 or 4) and cover as much of the eyearea as possible.

Sunscreen

SPF 30+ broad spectrum, water resistant sunscreen is available for staff and children's use.
Sunscreen is applied before going outdoors and reapplied every two hours if outdoors.
With parental consent, children with naturally very dark skin are not required to wearsunscreen to help with vitamin D requirements.
From 3 years of age, children are encouraged to apply their own sunscreen undersupervision of staff.
If a child refuses to apply sunscreen at the 2 hours intervals they will be required to play in the shaded areas only.
Staff will ensure regular checks are undertaken as to the expiry dates on each bottle of sunscreen. Any sunscreen that has expired will immediately be disposed of.
Staff will ensure to keep up to date with any public safety warnings around particular brands of sunscreen.

Staff and Role modeling

As part of OHS UV risk controls and role-modeling, when the UV is 3 and above staff:

- wear sun protective hats, clothing and sunglasses when outside
- apply SPF 30+ broad spectrum, water resistant sunscreen
- seek shade whenever possible
- discus sun safety with children and implement appropriate measures to protect children from overexposure to ultraviolet radiation

Families, parents and visitors are requested to use a combination of sun protection measures (sun-protective clothing and hats, shade, sunglasses and sunscreen) when attending the camp.
In addition; all staff are educated in First Aid including heat exhaustion/exposure andactively care and educate for children to prevent heat related illness from occurring.

Planned experiences

Sun protection and vitamin D are incorporated into the learning and development program.
The Sun Smart policy is reinforced through staff and children's activities and displays.
Staff and families are provided with information on sun protection and vitamin D through family newsletters, notice boards and website.

Communication

Display the Sun Protection policy for parents/carers on site and on our website (policylibrary), and discuss it with the children
Regularly reinforce Sun Smart behaviour through correspondence with families via thenotice board and displays, and through planned children and educator activities
Ensures information about the Sun Protection policy is included in parent handbooks,enrolment form and other important documentation sent to families
Acknowledge the significant contribution from parents and guardians in ensuring policy compliance and actively collaborate with families to ensure the provision of Sun Smart clothing, hats, sunglasses (optional) and sunscreen for children is suitable and meets boththe service and family needs.

From May to August

When average UV Index levels are below 3:
To help maintain winter vitamin D levels, sun protection measures are not used from May until August unless the UV Index level reaches 3 and above.
Sun protection measures are only required when in alpine regions, near highly reflective surfaces such as snow or outside for extended periods.
The Nominated Supervisor and/or delegate will check the daily UV alert and ensure the Sun Protection policy is implemented for days above UV alert 3.

3 DEFINITIONS

Nil

4 SCOPE

This policy applies to all employees, volunteers and contractors of Life Skills & Adventures.

5 ROLES AND RESPONSIBILITIES

Department/Area	Role/Responsibility
Operations/staff	All Educators/ Camp Staff/ Program Staff are responsible for the daily implementation of the policy when directly supervising children.
Company Director(s)	Is responsible for ensuring suitable resources and support systems to enable compliance with this policy. Drive the consultation process and provide leadership and advice on the continuous improvement of the policy.
	Is responsible for the development, monitoring and review of the Policy and related systems, ensuring all content meets all legislated requirements. Facilitate any necessary policy training to staff on the appropriate implementation and use of policy. Policy Approval and compliance reporting

6 MONITORING, EVALUATION AND REVIEW

The Sun Protection Policy will be reviewed every 3 years.

The evaluation of the policy will be facilitated by Company Directors using local stakeholder feedback to drive continuous improvement and reflect service users' comments where practical.

7 SUPPORTING DOCUMENTS

- **Sunsmart Early Childhood and Schools Resource: Be SunSmart, Play SunSmart by AnneStonehouse**
- **Create your own SunSmart poster with your children as the star**
- **SunSmart UV Alert**
    - NB: Also specified in weather section of newspapers and at the Bureau of Meteorology website.
- **Online Shade Audit Tool**

Relevant Documents / Links

- Children's Services Regulations (2009): Section 97, Outdoor space (1c)
- Child Wellbeing and Safety Act 2005 (Vic) (Part 2: Principles for children)
- Victorian Early Years Learning and Development Framework (VEYLDF)
- National Early Years Learning Framework (EYLF)
- 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 for Early Childhood Education and Care and School Age Care (Quality Area 2)
- Building Quality Standards Handbook (BQSH): Section 7.5.5 Shade Areas
- Get Up & Grow: Healthy eating and physical activity for early childhood (Section 2) 2009
- Occupational Health and Safety Act 2004
- Radiation Protection Standard for Occupational Exposure to Ultraviolet Radiation (2006) ARPANSA Radiation Protection Series No. 12
- Safe Work Australia: Guidance Note for the Protection of Workers from the Ultraviolet Radiation in Sunlight (2008)
- AS/NZS 4486.1:1997 – Playgrounds and Playground Equipment Part 1: Development, installation, inspection, maintenance and operation Shade/Sun Protection