

## SunSAFE Policy

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### NQS

QA	2.1.1	Each child's health needs are supported
	2.1.2	Each child's comfort is provided for and there are appropriate opportunities to meet each child's need for sleep, rest and relaxation
	2.1.4	Steps are taken to control the spread of infectious diseases and to manage injuries and illness, in accordance with recognised guidelines
	2.2.1	Healthy eating is promoted and food and drinks provided by the service are nutritious and appropriate for each child
	2.3.2	Every reasonable precaution is taken to protect children from harm and any hazard likely to cause injury
	3.1.1	Outdoor and indoor spaces, buildings, furniture, equipment, facilities and resources are suitable for their purpose
	4.2.1	Professional standards guide practice, interactions and relationships
	6.1.1	There is an effective enrolment and orientation process for families
	7.2.2	The performance of educators, co-ordinators and staff members is evaluated and individual development plans are in place to support performance improvement
	7.3.5	Service practices are based on effectively documented policies and procedures that are available at the service and reviewed regularly

### National Regulations

Regs	114	Outdoor shade
	168	Policies and procedures

### EYLF

LO3	Actively support children to learn hygiene practices.
	Promote continuity of children's personal health and hygiene by sharing ownership of routines and schedules with children, families and the community.
	Discuss health and safety issues with children and involve them in developing guidelines to keep the environment safe for all.
	Model and reinforce health, nutrition and personal hygiene practices with children.

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## Aim

### Background

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Australia has the highest incidence of skin cancer in the world. Of all new incidents of cancer diagnosed in Australia each year, 80 per cent are skin cancers. Given that children in childcare attend during peak ultraviolet radiation (UVR) times and that they spend much of their day outdoors, childcare has a major role in minimising children's UVR exposure. Further, childcare provides the ideal opportunity to instil in children long-term positive SunSmart habits.

### Policy statement

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The Centre takes every reasonable precaution to protect children and staff from the harmful effects of exposure to the sun while they are at the Centre or at any event organised by the Centre.

The *Sun Protection Policy* is consistent with the Cancer Council's SunSmart recommendations for outdoor environments, clothing, sunscreen, scheduling of activities, and ongoing education for the children, families and staff at the Centre.

### Strategies and practices

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- The *Sun Protection Policy* is explained to parents when they enrol their child in the Centre, and their attention is specifically drawn to their responsibilities under this Policy. QA 6.1.1, 7.3.5
- The sun safety message is promoted and positively reinforced amongst families through notice boards, newsletters, information nights, educator-parent meetings, the website and providing them with up-to-date SunSmart materials. QA 2.1.2
- Educators promote sun safety awareness in children by including it in daily routines and intentional teaching such as role-modeling, discussions, songs, stories, games, and SunSmart resources (for older children). QA 2.3.2
- The Centre's outdoor playground is adequately shaded. The built and natural shade features are continuously evaluated for effectiveness and, if required, additional shade structures are built and trees planted. QA 3.1.1
- Children play outdoors at the discretion of the educators who take into account the weather and are guided by the routines and children's interests. QA 2.3.2

- Our Summer and Winter program take into consideration the best time of the day for children to be playing outside. In the Summer Terms (Term 1/4) we are indoors by 11.00am and do not come back outside until after 2.00pm. Whenever possible educators actively encourage children to play in the shade. At times when the weather becomes too hot, educators move play to protected and shady areas, such as verandahs, or inside. QA 2.3.2
- Wherever possible, excursions to outdoor areas occur before 10am and after 2pm. Refer to the Centre's *Excursion Policy*. QA 2.3.2
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- All staff model positive SunSmart behaviour to the children by:
  - wearing broad-brimmed or legionnaire styled hats and appropriate clothing for all outdoor activities
  - using SPF 30+ broad-spectrum, water resistant sunscreen
  - seeking shade whenever possible
  - wearing sunglasses that meet the Australian Standard (AS/NZS1067:2003). QA 2.1.4, 4.2.1
- The Yellow Cottage supplies 30+ broad-spectrum waterproof sunscreen for children and staff. The sunscreen is available in each room and in the outdoor play area. Parents are advised upon enrolment about the use and brand of sunscreen, and receive a reminder annually. Parents are required to notify the Centre in writing if their child is allergic to sunscreen, and to supply an alternative clearly labeled with the child's name. QA 2.1.1, 2.3.2
- On enrolment, every child is given a hat that complies with the SunSmart guidelines. QA QA 2.1.1
- Any child who does not bring the hat provided is expected to use one from The Yellow Cottage set of spares kept for the purpose, or to play in the shade. If the spare hat and clothes supply is exhausted, the children without hats or suitable clothing will be required to play indoors in shaded areas. QA 2.1.1, 2.3.2
- If the child arrives continually without their hat after speaking to the family, a new hat will be issued, and the parents invoiced for the cost. QA 2.1.1
- Educators ensure children wear clothes with adequate protection from UVR when playing outdoors. Any child who does not have suitable clothing is expected to wear clothing from The Yellow Cottage's set of spares kept for the purpose, or to play in the shade. Also if the spare clothes supply is exhausted, the children without suitable clothing will be required to play indoors or in shaded areas. The Cancer Council recommends loose fitting clothes with collars and sleeves, closely woven natural fibre fabric, and of a dark colour. QA 2.1.1, 2.3.2
- Water is always available to the children and educators offer it to children frequently throughout the day regardless of whether they are indoors or outdoors. QA 2.1.1



- Parents are asked to liberally apply a 30+ broad-spectrum water resistant sunscreen to all exposed areas of their children's skin before arriving at The Yellow Cottage. We do have sunscreen available for families that may have forgotten. QA 2.1.1, 2.3.2
- Educators assist the children to liberally apply broad spectrum sunscreen with an SPF of 30+ to all exposed areas of children's skin 15-20 minutes before the children go outside. QA 2.1.1, 2.3.2
- Educators reapply sunscreen every two hours if children are outdoors for a prolonged period, or more frequently if the children are perspiring or involved with water play. Older children apply their own sunscreen under supervision. QA 2.1.1, 2.3.2
- If parents supply their child with sunglasses that are wrap-around and/or are close fitting (that meet AS 1067-EPF 10 is best), educators will ensure children wear them during outdoor play. QA 2.1.1, 2.3.2
- Educators are kept up-to-date with SunSmart recommendations. QA 7.2.2

### **Responsibilities of parents**

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- To apply sunscreen to their child before arriving at The Yellow Cottage.
- To provide a SunSmart hat for their child each time their child attends The Yellow Cottage, and to ensure the hat is clearly named and kept clean.
- To dress their child in SunSmart clothing, including spares, each time the child attends The Yellow Cottage.
- To model positive SunSmart behaviour to the children when at The Yellow Cottage.
- To notify The Yellow Cottage in writing if their child is allergic to sunscreen, and to supply an alternative sunscreen clearly labeled with the child's name.

### **Links to other policies**

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- Clothing Policy
  - Educational Program Policy
  - Enrolment and Orientation Policy
  - Excursion Policy
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## Sources, further reading and useful websites

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### Sources

- Cancer Council Queensland. *Early childhood settings: SunSmart Policy Guidelines* <http://www.cancerqld.org.au/f/OrderBrochures/Medical/> accessed 19 December 2011
- Shaw, M. (2011). *Keeping sun safe in child care* <http://ncac.acecqa.gov.au/educator-resources/pcf-articles/KeepingSunSafeMar2011.pdf> accessed 6 March 2012

### Further reading

- Queensland Government. *Sunsafe Queensland Workplaces*. [http://www.sunafety.qld.gov.au/documents/factsheet\\_workplaces.pdf](http://www.sunafety.qld.gov.au/documents/factsheet_workplaces.pdf)
- Cancer Council Queensland. *SunSmart Policy Guidelines: Working towards a SunSmart Queensland*. [http://www.cancerqld.org.au/icms\\_docs/54255\\_Early\\_Childhood\\_Settings\\_SunSmart\\_Policy\\_Guidelines\\_.pdf](http://www.cancerqld.org.au/icms_docs/54255_Early_Childhood_Settings_SunSmart_Policy_Guidelines_.pdf)

### Useful websites

- Cancer Council Queensland – [www.cancerqld.org.au/page/support\\_us/fundraise/queensland\\_sunsmart\\_day/](http://www.cancerqld.org.au/page/support_us/fundraise/queensland_sunsmart_day/)

## Review

The policy will be reviewed annually. The review will be conducted by:

- Management
- Employees
- Families
- Interested Parties

**Last reviewed: 4/3/2015**

**Date for next review: 4/3/2016**