

# Sun Safety Policy

*Our services are committed to providing children with a safe environment that provides shade and other sun protection to support their learning and opportunities for outdoor play.*

This sun protection policy provides guidelines to:

- ensure all children, educators and staff are protected from over-exposure to UV radiation.
- ensure the outdoor environment provides shade for children, educators and staff.
- ensure children are encouraged and supported to develop independent sun protection skills.
- support duty of care and regulatory requirements; and
- support appropriate OHS strategies to minimise UV risk and associated harms for educators, staff, and visitors.

## Background

Over-exposure to ultraviolet (UV) radiation in childhood is a major risk factor for developing skin cancer later in life. By teaching sensible sun protection habits from an early age and implementing best-practice sun protection measures, early childhood services can play a significant role toward reducing the life time risk of skin cancer. The safety, health and wellbeing of children (staff, families and visitors) are our number one priority. Our sun protection policy and procedures has been developed to ensure that all children, employees and visitors attending our centre are protected from skin damage caused by harmful overexposure to UV radiation from the sun.

## National Quality Standard (NQS)

Quality Area 2: Children's Health and Safety		
2.1	<b>Health</b>	Each child's health and physical activity is supported and promoted
2.1.1	<b>Wellbeing and comfort</b>	Each child's wellbeing and comfort is provided for, including appropriate opportunities to meet each child's needs for sleep, rest and relaxation
2.1.3	<b>Healthy lifestyle</b>	Healthy eating and physical activity are promoted and appropriate for each child.
2.2	<b>Safety</b>	Each child is protected
2.2.1	<b>Supervision</b>	At all times, reasonable precautions and adequate supervision ensure children are protected from harm and hazard
Quality Area 3: Physical Environment		
3.1.1	<b>Fit for Purpose</b>	Outdoor and indoor spaces, buildings, fixtures and fittings are suitable for their purpose, including supporting the access of every child

## Education and Care Services National Regulations

Education and Care Services National Law (WA) Act 2012	
100	Risk assessment must be conducted before excursions
113	Outdoor space natural environment
114	Outdoor space shade
168	Education and care service must have policies and procedures
170	Policies and procedures to be followed
171	Policies and procedures to be kept available
172	Notification of change of policies or procedures

## RELATED POLICIES

Enrolment Policy Excursion Policy	Physical Environment Policy Supervision Policy Work Health and Safety Policy
--------------------------------------	--

## SCOPE

This policy applies to children, families, staff, management and visitors of REED Services.

## IMPLEMENTATION

REED Services will work in compliance with the National SunSmart Early Childhood Program to ensure children's health and safety is maintained at all times whilst at our Services. This policy applies to all activities on and off site.

## MONITORING UV LEVELS

**Sun protection is required when UV levels reach level 3 or above.** Services will monitor the UV levels daily through one or more of the following methods:

- Using the SunSmart app available at iTunes App Store and Google Play store.
- Viewing the Cancer Council UV Index table available on their home page at [www.cancer.org.au](http://www.cancer.org.au)
- Viewing the Bureau of meteorology website [www.bom.gov.au](http://www.bom.gov.au)
- Visiting [www.myuv.com.au](http://www.myuv.com.au)

## OUTDOOR ACTIVITIES

The sun protection measures listed are used for all outdoor activities during the daily local sun protection times, when the UV Index is 3 or above.

The sun protection times are a forecast from the Bureau of Meteorology for the time of day UV levels are forecast to reach 3 or higher. At these levels, a combination of sun protection is recommended for all skin types.

REED Services will use a combination of sun protection measures (see below) **whenever UV Index levels reach 3 and above**. Care is taken during the peak UV radiation times and outdoor activities are scheduled outside of these times where possible.

**We will cease outdoor activities if UV levels reach 7 or above.**

**Exemptions from the above policy statement apply if the Service has conducted a fixed shade audit and associated risk assessment that has been approved by Senior Management.**

## SHADE

Management will ensure:

- Sufficient natural, portable, or dense shade structures is provided, particularly in high use areas.
- Shaded areas will be used for play experiences.
- Play experiences will be monitored throughout the day and moved as required to remain in the shade.
- Regular risk assessments and reviews will be made of the outdoor area to assist in planning for further shade requirements.
- Children will still be required to wear hats, protective clothing, and sunscreen when playing under natural or portable shade.

## HATS

Educators, children, and visitors are required to wear sun safe hats at all times they are outdoors.

Cancer Council Australia describes sun safe hats as:

- Hats that protect a person's face, neck, and ears, which include:
  - A legionnaire hat – the flap should cover the neck.
  - A bucket hat with a deep crown and brim size of at least 5cm for children and must shade the face, neck, and ears.
  - A broad brimmed hat with a brim size of at least 6cm for children or 7.5cm for adults. The brim should provide shade for the whole face.
  - *Please note: Baseball caps or visors do not provide enough sun protection and therefore are not recommended.*
- **Children without a sun safe hat will be not be permitted to play outdoors**  
**They may be provided with a spare hat by the Service if available.**

## CLOTHING

- When outdoors, staff and children will wear sun safe clothing that covers as much of the skin as possible. Cancer Council Australia recommends clothing that:
  - Covers the shoulders, back and stomach
  - Is loose fitting such as loose-fitting shirts and dresses with sleeves and collars or covered neckline, or longer style skirts, shorts and trousers.
- **Children who are not wearing sun safe clothing can be provided with spare clothing or will be required to play under the veranda or in dense shade.**
- *Please note: Midriff, crop or singlet tops do not provide enough sun protection and therefore are not recommended.*

## SUNSCREEN

As per Cancer Council recommendations:

- Staff and children will apply SPF30 or higher broad-spectrum water-resistant sunscreen 20 minutes before going outdoors and reapply every 2 hours or more frequently if washed or wiped off.
- Permission to apply sunscreen is included in the REED enrolment form (see *Enrolment Policy*).
- Where children have allergies or sensitivity to sunscreen, parents are asked to provide an alternative sunscreen. A record of any allergy must be provided in writing from the parent/guardian and recorded on the child's enrolment record. Cancer Council recommends usage tests before applying a new sunscreen.
- To help develop independent skills ready for school, children from three years of age are given opportunities to apply their own sunscreen under supervision of staff, and are encouraged to do so.
- Sunscreen is stored in a cool, dry place and the use-by-date monitored.

## BABIES

Recommendations for babies from the Cancer Council Australia include:

- babies under 12 months will not be exposed to direct sun when the UV Index levels is 3 or above
- 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. The widespread use of sunscreen on babies under 6 months old is not recommended.

## RISKS OF SUMMER PLAY

Australia has a hot climate and inevitably playground equipment and surfacing can heat up rapidly and retain heat. Many playground surfaces and equipment can exceed temperatures greater than 45°C and if young children come into contact with these surfaces, they can be burned severely within seconds.

### The Approved Provider, Nominated Supervisor and educators will:

- ensure risk assessments are conducted to identify any potential hazards in the outside spaces to children that could cause harm or injure children including in the sun and heat. Risk minimisation control measures will be put in place to protect children. (Refer to individual services Outdoor Play risk assessment for details). Potential hazards could include:
  - hot equipment- slides, poles, guardrails, any metal surfaces, mats, fixed equipment, sand etc.
  - hot surfaces- rubber and synthetic grass, walkways, concrete surfaces, plastic
  - sun burn
  - access to bodies of water (filled water troughs/containers/trays/pools)
- complete a *Daily Playground Surface Temperature Check* at 30 min intervals and as the sun moves during outside play
- use a thermometer to test surface temperature and make an informed decision about permitting children to play on equipment or in the outdoor space. If the surface temperature is determined to be too hot or is recorded as at or above 45°C children do NOT play on the surface.

Non-fixed items exceeding 45°C should be removed from play areas where possible.

## MODELLING AND WORK HEALTH AND SAFETY

The Cancer Council acknowledges that children are more likely to develop sun-safe habits if they are role-modelled and demonstrated by adults around them. Occupational UV exposure is also a work health and safety issue. All educators, staff and visitors at the Service will therefore be required to role model appropriate sun protection behaviours by:

- Wearing a sun safe hat (see Hats).
- Wearing sun safe clothing (see Clothing).
- Applying SPF30+ broad-spectrum water-resistant sunscreen 20 minutes before going outdoors.
- Using and promoting shade.
- Wearing sunglasses that meet the Australian Standard 1067:2003 (optional).
- Families and visitors are encouraged to role model positive sun safe behaviour.
- Monitoring the UV Index Levels and Daily Sun Protection times throughout the day.
- Regularly monitoring and reviewing the effectiveness of the *Sun Safety Policy*

## EDUCATION AND INFORMATION

- ✦ Sun protection will be incorporated regularly into learning programs.
- ✦ Sun protection information will be promoted to staff, families and visitors.
- ✦ Further information is available from the Cancer Council website:  
[www.cancer.org.au/preventing-cancer/sun-protection/](http://www.cancer.org.au/preventing-cancer/sun-protection/)
- ✦ The *Sun Safety Policy* will be made available to all Educators, Staff, Families, and Visitors of REED Services to ensure a comprehensive understanding about keeping sun safe.
- ✦ When enrolling their child/ren to our Service, parents will be required to give permission for educators to apply sunscreen to their child
- ✦ Information about Sun Safety will be included in our Family Handbook

## Source

Australian Children's Education & Care Quality Authority. (2014).  
 Bureau of meteorology. Home page (for UV Index): <http://www.bom.gov.au/uv/>  
 Cancer Council. (2019). UV alert: <https://www.cancer.org.au/preventing-cancer/sun-protection/uv-alert/>

Cancer Council. Home page: <https://www.cancer.org.au/>  
 Cancer Council. Preventing cancer: Sun protections: <https://www.cancer.org.au/preventing-cancer/sunprotection/>  
*Children's Services Act 1996*  
 Cancer Council. SunSmart programs <http://www.sunsmartnsw.com.au/about/>  
 Early Childhood Australia Code of Ethics. (2016).  
 Education and Care Services National Law Act 2010. (Amended 2018).  
[Education and Care Services National Regulations](#). (2011)  
 Guide to the Education and Care Services National Law and the Education and Care Services National Regulations. (2017).  
 Guide to the National Quality Standard. (2017) (amended 2023)  
 Kidsafe NSW [Playground Safety](#) .(2020).  
*Occupational Health and Safety Act 2004*  
 Revised National Quality Standard. (2020).

## Review

Policy Reviewed	Modifications	Next Review Date
<b>October 2024</b>	Removal of archived policies Addition of relevant legislation Addition of service able to apply for exemption to restriction to outdoor play at UV at 7. Formatting.	<b>October 2025</b>
<b>August 2023</b>	Minor editing Addition of no outdoor play for children with no hat	<b>October 2024</b>

March 2023	UV index rating and surface temperatures reduced.  Risk assessments for individual service requirements. Addition of thermometer surface testing, removing of hand temperature checking. No outside play without appropriate clothing.	March 2024
July 2021	Simplified UV Index and outside play times section, Daily Playground Surface Temperature Checks added, risks of summer play added, parent permission to apply sunscreen added	June 2022
February 2020	Updates have been made to comply with the latest recommendations by the Cancer Council of Australia and the SunSmart program.  Sources updated and alphabetised	February 2021
January 2019	Policy developed by REED management	January 2020

