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**Government of South Australia**  
Department for Education and  
Child Development

## **POLICY & PROCEDURE – SUN PROTECTION**

### **Background**

A balance of ultraviolet (UV) radiation exposure is important for health. Too much of the sun's UV radiation can cause sunburn, skin and eye damage and skin cancer. Sun exposure in the first ten years of life is a major factor in determining future skin cancer risk.

Too little UV radiation from the sun can lead to low Vitamin D levels. Vitamin D is essential for healthy bones and muscles and for general health.

### **Principles**

This policy has been developed to:

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

### **Scope**

This policy and procedure applies to all staff, and children for centre events both on and off site.

### **Context**

This policy relates to the following National Law and Regulations:

- Education and Care Services National Law Act 2010:  
Section 167 – Protection from harm and hazards
- Education and Care Services National Regulations 2011:  
Regulation 100 – Risk assessment must be conducted before excursion  
Regulation 113 – Outdoor space – natural environment  
Regulation 114 – Outdoor space – shade  
Regulation 168: Policies and procedures (2) (a) (ii) – sun protection

National Quality Standards

Quality Area 2: Children's health and safety

There are also links to:

Quality Area 1: Educational program and practice  
Quality Area 3: Physical environment  
Quality Area 5: Relationships with children  
Quality Area 6: Collaborative partnerships with families and communities  
Quality Area 7: Leadership and service management

<b>Approval Date</b>	<b>Approved By</b>	<b>Review Date</b>	<b>Version #</b>
	<b>Governing Council</b>	<b>May 2019</b>	<b>1.0</b>

## PROCEDURE

Staff are encouraged to access the daily sun protection times to assist with the implementation of this policy.

We use a combination of sun protection measures for all outdoor activities during Terms 1, 3 and 4 (August until the end of April) and whenever UV radiation levels reach 3 and above at other times.

### 1. Clothing

#### Quality area 2: Children's health and safety

When outside, children are required to wear loose fitting clothing that cover as much skin as possible. Clothing made from cool, closely woven fabric is recommended. Tops with elbow length sleeves, collars and knee length or longer style shorts and skirts are best. If a child is wearing a singlet top or dress they wear a t-shirt/shirt over the top before going outdoors.

### 2. Sunscreen

#### Quality area 2: Children's health and safety

- SPF 30 or higher, broad spectrum and water resistant sunscreen is available for staff and children's use
- Sunscreen is applied at least twenty minutes before going outdoors and reapplied every two hours if outdoors
- With parental consent, children with naturally very dark skin are not required to wear sunscreen to help with vitamin D requirements
- Children, once old enough, are encouraged to apply their own sunscreen under the supervision of staff.

### 3. Hats

#### Quality area 2: Children's health and safety

All children are required to wear hats that protect their face, neck and ears, eg. legionnaire, broad brimmed or bucket hats. Baseball or peak caps are not considered a suitable alternative. Please ensure hats **do not** have an adjustable chin cord to avoid the potential risk of strangulation.

### 4. Shade

#### Quality area 2: Children's health and safety

#### Quality area 3: Physical environment

- A shade audit is conducted regularly to determine the current availability and quality of shade
- Educators make 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
- Outdoor activities are scheduled outside the peak UV radiation times or in the shade where possible
- 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 (eg. verandah)

## **5. Enrolment and information for families**

### **Quality area 6: Collaborative partnerships with families and communities**

When enrolling their child, families are:

- Informed of the centre's Sun Protection policy
- Asked to provide a suitable hat for their child
- Asked to provide their child with suitable outdoor clothing that is cool and covers as much skin as possible (eg. shirts with collars and elbow length sleeves, longer style dresses and shorts)
- Required to give permission for staff to apply sunscreen to their child OR asked to provide SPF 30 or higher, broad spectrum, water resistant sunscreen for their child
- Families and visitors are encouraged to use a combination of sun protection measures (sun protective clothing and hats, shade, and sunscreen) when attending the centre.

## **6. Staff WHS and role modelling**

### **Quality area 5: Relationships with children**

As part of WHS UV risk controls and role modelling, when the UV radiation is 3 and above, staff:

- Wear sun protective hats and clothing when outside
- Apply SPF 30 or higher broad spectrum, water resistant sunscreen
- Seek shade whenever possible

## **7. Education**

### **Quality area 1: Educational program and practice**

### **Quality area 5: Relationships with children**

### **Quality area 6: Collaborative partnerships with families and communities**

- Sun protection and vitamin D are incorporated into the learning and development program
- The Sun Protection 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, noticeboards and the centre's website