



P2-14: Sun Protection Policy

Australia has one of the highest rates of skin cancer in the world with two in three Australians developing some form of skin cancer before the age of 70. Too much of the sun’s UV radiation can cause sunburn, skin and eye damage and skin cancer. Infants and toddlers up to four years of age are particularly vulnerable to UV damage due to lower levels of melanin and a thinner stratum corneum (the outermost layer of skin). UV damage accumulated during childhood and adolescence is strongly associated with an increased risk of skin cancer later in life (Cancer Council Australia).

NATIONAL QUALITY STANDARD (NQS)

QUALITY AREA 2: CHILDREN’S HEALTH AND SAFETY		
2.1	Health	Each child’s health and physical activity is supported and promoted
2.1.1	Wellbeing and comfort	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	Healthy lifestyle	Healthy eating and physical activity are promoted and appropriate for each child
2.2	Safety	Each child is protected
2.2.1	Supervision	At all times, reasonable precautions and adequate supervision ensure children are protected from harm and hazard
QUALITY AREA 3: PHYSICAL ENVIRONMENT		
3.1.1	Fit for Purpose	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 LAW	
167	Protection from harm and hazards

EDUCATION AND CARE SERVICES NATIONAL REGULATIONS	
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
168 (2)(a)(ii)	Sun Protection



RELATED POLICIES

Clothing Policy Enrolment Policy Excursion and Centre Events Policy Health and Safety Policy	Physical Environment Policy Supervision Policy Water Safety Policy Work Health and Safety Policy
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PURPOSE

Queanbeyan & District Preschool Association (QDPA) takes sun protection very seriously and aims to protect all children and staff from the harmful effects of ultraviolet (UV) radiation from the sun. QDPA will ensure the outdoor environment provides shade for children, educators, and staff to minimise unsafe UV exposure.

SCOPE

This policy applies to children, families, staff, management, Approved Provider, Nominated Supervisor, and visitors (including contractors) of QDPA.

IMPLEMENTATION

QDPA will work in compliance with the National SunSmart Early Childhood Program to ensure children's health and safety is always maintained whilst at our Preschools. 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. Preschools 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
- using the SunSmart widget on the Service's website available at www.cancer.org.au
- viewing the Bureau of Meteorology website <http://www.bom.gov.au/>
- visiting www.myuv.com.au
- using the OWNA app

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.

QDPA will use a combination of sun protection measures (see below) **whenever UV Index levels reach 3 and above.**

Sun protection times

UV levels vary across Australia and throughout the year. This listing highlights when UV is typically three and above in each state / territory. There may be times UV levels are three and above outside these periods. Please check the daily local sun protection times and UV levels to be sure you are using sun protection when it is required for our region:

NSW All year

Extra care is taken during the peak UV radiation times and outdoor activities are scheduled outside of these times where possible.

The sun protection measures listed are used for all outdoor activities during the **daily local sun protection times**. A combination of sun protection measures are considered when planning all outdoor activities such as excursions and water play.

SHADE

Management will ensure:

- sufficient natural, portable, or manufactured shade 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 who do not have appropriate hats or outdoor clothing are required to choose a shady play space or a suitable area protected from the sun and not move into unshaded areas of the playground.
- 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 always wear sun safe hats 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 front peak and flap should overlap at the sides and the flap should cover the neck.



- a bucket hat with a deep crown and angled brim that is at least 5cm for young children and at least 6cm for adults 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 required to play in an area protected from the sun. They may be provided with a spare hat by the Service if available.

Suitable sun safe hats (with the QDPA logo) are available for purchase from our Administration Office, located at our Mura Preschool.

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 shade or in an area protected from the sun or provided with spare clothing.

Please note: Midriff, crop or singlet tops do not provide enough sun protection and therefore are not recommended.

T-shirts (with the QDPA logo) are also available for purchase from our Administration Office, located at our Mura Preschool.

SUNSCREEN

As per Cancer Council Australia 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.
- Sunscreen is provided by each Preschool and permission to apply sunscreen is included in the QDPA enrolment form (see *Enrolment Policy*)
- where children have allergies or sensitivity to the sunscreen, parents are asked to provide an alternative sunscreen, or the child is encouraged to play in the shade. A record of any allergy must be provided in writing from the parent/guardian and recorded on the child's enrolment record. Cancer Council Australia recommends usage tests before applying a new sunscreen.



- to help develop independent skills ready for school, all enrolled children 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.

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 50°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 to children during summer months that could cause harm or injury to children. Risk minimisation control measures will be put in place to protect children. Potential hazards could include:
 - hot equipment- slides, poles, guardrails, any metal surfaces
 - hot surfaces- rubber and synthetic grass, walkways, concrete surfaces
 - sun burn
 - access to bodies of water (filled water troughs/containers/trays/pools)
- check and monitor playground surface temperature during summer months or extreme hot weather.
- use a thermometer or their hand 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 50°C it is recommended by Kidsafe Australia that children do NOT play on the surface
- ensure children wear shoes when playing in the outdoor area in extreme hot weather, where the ground temperature could pose a risk of burns. Children may remove shoes when playing in sand or mud pit, or in shaded areas where the ground temperature is not compromised.

ROLE MODELLING AND WORK HEALTH AND SAFETY

Cancer Council Australia 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 WH&S issue. All educators, staff at each Preschool 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)
- discussing sun protection with children and demonstrating a positive and proactive approach to the management of sun protection in the Preschool
- families and visitors are encouraged to role model positive sun safe behaviour when participating in any programs such as events, incursions, and excursions.
- monitoring the UV Index Levels and Daily Sun Protection times throughout the day
- regularly monitoring and reviewing the effectiveness of the *Sun Protection Policy*
- submitting the Sun Protection Policy to the Cancer Council every three years to maintain SunSmart status.

EDUCATION AND INFORMATION

- Sun protection will be incorporated regularly into learning programs.
- Sun protection information will be promoted to staff, families, and visitors.
- Educators and staff are encouraged to complete free Cancer Council Generation SunSmart online PL learning modules.
- Further information and resources are available from the Cancer Council website and each state and territory SunSmart web page. See: <https://www.cancer.org.au/cancer-information/causes-and-prevention/sun-safety>
- See <https://www.cancer.org.au/cancer-information/causes-and-prevention/sun-safety/be-sunsmart/sunsmart-in-schools> for links.
- The *Sun Protection Policy* will be made available to all educators, staff, families, and visitors of QDPA to ensure a comprehensive understanding about keeping sun safe including appropriate hat, clothing, and sunscreen requirements.
- When enrolling their child/ren to QDPA, 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 and sun protection information and resources made accessible and communicated regularly to families.

CONTINUOUS IMPROVEMENT/REFLECTION

Our *Sun Protection Policy* will be updated and reviewed annually in consultation with families, staff, educators, and management.



Australian Safety Standards

AS 4174:2018 Knitted and woven shade fabrics

AS/NZS 1067.1:2016, Eye and face protection - Sunglasses and fashion spectacles

AS/NZS 4399:2020, Sun protective clothing - Evaluation and classification

AS/NZS 2604:2012 Sunscreen products - Evaluation and classification

AS/NZS 4685.0:2017, Playground equipment and surfacing - Development, installation, inspection, maintenance, and operation.6.2.1 General considerations, 6.3.9 Shade and sun protection, Appendix A Shade, and sun protection.

SOURCE

Australian Children's Education & Care Quality Authority. (2014).

Australian Government Department of Education, Skills, and Employment. (2009) *Belonging, Being and Becoming: The Early Years Learning Framework for Australia*.

Australian Professional Standards for Teachers (APST)- Standard 4.4 and 7.2

ARPANSA [Radiation Protection Standard for Occupational Exposure to Ultraviolet Radiation](#) (2006)

Bureau of meteorology. Home page (for UV Index): <http://www.bom.gov.au/uv/>

Cancer Council Australia. Be SunSmart. <https://www.cancer.org.au/cancer-information/causes-and-prevention/sun-safety/be-sunsmart>

Cancer Council. Home page: <https://www.cancer.org.au/>

Cancer Council. Preventing cancer: Sun protections. <https://www.cancer.org.au/cancer-information/causes-and-prevention/sun-safety>

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).

Kidsafe NSW [Playground Safety](#) .(2020).

Occupational Health and Safety Act 2004

Revised National Quality Standard. (2020).

Safe Work Australia: [Guide on exposure to solar ultraviolet radiation \(UVR\) \(2019\)](#).



REVIEW

Version Control	Date	Author	Description of Change
1.0	2001	QDPA	Original document
2.0-12.0	2002-2018	QDPA	Scheduled reviews
13.0	Sept 21	QDPA	<ul style="list-style-type: none">• Document reviewed with change in leadership team in 2021. Additional related regulations & NQS references added.• Version control and description box added to clarify reviewed items/new inclusions.• Format change to include policy statement, purpose, scope and implementation, addition of footers and page numbering and general layout changes.• Detailed information added throughout to ensure policy reflects practice.
14.0	April 2023	QDPA	<p>Scheduled Review</p> <ul style="list-style-type: none">• Regular policy maintenance• minor formatting edits within text• hyperlinks checked and repaired as required.• Inclusion of reference to OWNA to check UV rating