



WAVERLEY MEADOWS PRE-SCHOOL Assoc. Inc.

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LICENSE No. 3738 ABN: 28 483 128 625



SUN SMART POLICY

Mandatory – Quality Area 2

Purpose

Australia is acknowledged to have the highest incidence of skin cancer in the world, particularly among the young adult population. This has been found to be due to harmful exposure to ultraviolet rays from infancy. It is therefore vital that protection and education should commence from birth.

This SunSmart policy provides guidelines to:

- Ensure all children, educators and staff have some UV exposure for vitamin D.
- Ensure all children, educators and staff are well protected from too much UV exposure by using a combination of sun protection measures during the daily local sun protection times (issued whenever UV levels are 3 and above).
- Ensure the outdoor environment is sun safe and 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.
- Support appropriate OHS strategies to minimise UV risk and associated harms for educators, staff and visitors.

Policy Statement

Values

Waverley Meadows Pre-School is committed to:

- ensuring protection of harmful effects from exposure to the sun and ultraviolet radiation during all aspects of the program and at any events organised by the Pre-School.

Waverley Meadows Pre-School believes in a duty of care and education regarding the harmful effects of the sun's ultraviolet radiation.

Scope

This policy applies to the Approved Provider, Nominated Supervisor, Certified Supervisor, educators,

staff, students on placement, volunteers, parents/guardians, children and others attending the programs and activities of Waverley Meadows Pre-School.

Background and legislation

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 and skin cancer. Exposure to the sun's UV during childhood and adolescence is associated with an increased risk of skin cancer in later life. Too little UV from the sun can lead to low vitamin D levels. Vitamin D is essential for healthy bones and muscles, and for general health.

Legislation and Standards

- Occupational Health and Safety Act 2004
- Children's Services Act 1996
- Children's Services Regulations 2009
- Child Wellbeing and Safety Act 2005 (Vic) (Part 2: Principles for children)
- Education and Care Services National Law Act 2010: Section 167: Protection from harm and hazards
- Education and Care Services National Regulations 2011

Reg 100	Risk assessment for excursions
Reg 113	Outdoor space: natural environment
Reg 114	Outdoor space: shade
Reg 168 (2)(a)(ii)	Policies and procedures: Sun protection

Definitions

The terms defined in this section relate specifically to this policy. For commonly used terms e.g. Approved Provider, Nominated Supervisor, Regulatory Authority etc. refer to the General Definitions section of this manual - held at the kinder.

Hats: Head coverings are required to provide shade to the face, back of the neck and ears.

Skin Protection: SPF30+ (or higher) broad spectrum water resistant sunscreen.

Shade: An area sheltered from direct sunlight, eg: a large tree, canopy or artificial cover.

Sources and Related Policies

Relevant documents / links

- National Early Years Learning Framework (EYLF)
- Victorian Early Years Learning and Development Framework (VEYLDF)

- Building Quality Standards Handbook (BQSH): Section 8.5.5 Shade Areas (Oct 2011)
- Get Up & Grow: Healthy eating and physical activity for early childhood (Section 2) 2009
- Radiation Protection Standard for Occupational Exposure to Ultraviolet Radiation (2006)
- Safe Work Australia: Guidance Note for the Protection of Workers from the Ultraviolet Radiation in Sunlight (2008)
- AS 4685.1: 2014 Playground equipment and surfacing – General safety requirements and test methods
- National Quality Standards
- Quality Area (QA) / Standard (S) / Element (E)

Procedures

The approved provider is responsible for:

- Ensuring there are spare children's hats and spare adult hats that can be laundered after casual use.
- Requiring each child and staff member to have an appropriate named head covering (see definition) at the Pre-School during their attendance. This is to be worn on all days from September through to April and other days of risk to ultraviolet exposure.
- Ensuring a supply of SPF 30+ broad spectrum, water resistant sunscreen for use to be applied by parents/guardians or carers if child has not arrived wearing any sunscreen on days of risk to ultraviolet exposure.
- Educational information about the Sun Smart policy requirements and the harmful effects of exposure to ultraviolet rays will be reinforced in a positive way through parent newsletters, informal contact and Pre-School noticeboards during the times of greatest risk (usually terms one and four).
- Ensuring that all staff and parents/guardians are aware of this policy and that it is implemented within the Pre-School.
- Including this Policy on the Pre-School's website and in the Policy folder which is available in the foyer of the preschool.
- Contacting the Anti-Cancer Council of Victoria - via their website or on (03) 9635 5000, to ensure the most up-to-date information that may impact on the Pre-School's policy is available.
- Making sure there is a sufficient number of shelters and trees providing shade in the outdoor area particularly in high-use areas.

Certified Supervisors and other educators are responsible for:

- The day-to-day implementation of this policy - including ensuring children are provided with an appropriate hat to wear outdoors by their parents.
- Assisting with the implementation of this policy, educators are encouraged to access the daily local sun protection times via the SunSmart widget on the service's website, the free SunSmart app or at sunsmart.com.au.
- Sun protection measures are used for all outdoor activities **during the daily local sun protection times** (issued whenever UV levels are 3 and above), typically from September to the end of April in Victoria.
- Ensuring children wear their hat during all outside play 'during the daily local sun protection times (whenever UV levels are three or above)' or 'from September to the end of April'
- If chosen by parents, children 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 eye area as possible.

- Taking particular care when playing outside between 10 am and 2pm (11am and 3pm daylight saving time) when UV levels reach their peak.
- Being a role model for the children by wearing appropriate sunsmart clothing and encouraging parents/guardians and others to do the same.
- Encouraging children to make use of the shade around the pre-school grounds during outdoor activities
- The SunSmart policy is reinforced through educator and children's activities and displays.
- Parents are required to apply sunscreen before arriving for the kinder session. Students then reapply every 2 ½ hours.
- To help develop independent skills ready for school, children from 3 years of age are given opportunities and encouraged to apply their own sunscreen under supervision of staff.

Parents are responsible for:

- Providing their child with their own named hat which protects their face, neck and ears (legionnaire, broad-brimmed or bucket style). Peak caps and visors are not considered a suitable alternative.
- Applying SPF 30+ (or higher) broad spectrum sunscreen to their child prior to the kinder session on all days between September and April, and any days at other times of the year where the ultraviolet risk is high.
- Providing an alternative sunscreen (at their own cost) to be kept at the pre-school if their child has a particular sensitivity to the sunscreen provided by the Pre-School - to be used at staff discretion.
- Deciding whether to use other sun protection measures to keep children safe from UV radiation including, protective clothing that covers arms, legs as well as their body and sunglasses.
- Reading and becoming familiar with this policy.
- Washing and returning any pre-school hats that are borrowed.

Volunteers and students, while at the service, are responsible for following this policy and its procedures.

Evaluation

In order to assess whether the values and purposes of the policy have been achieved, the Approved Provider will:

- regularly seek feedback from everyone affected by the policy regarding its effectiveness
- monitor the implementation, compliance, complaints and incidents in relation to this policy
- keep the policy up to date with current legislation, research, policy and best practice
- revise the policy and procedures as part of the service's policy review cycle, or as required
- notify parents/guardians at least 14 days before making any changes to this policy or its procedures.

Attachments

- Sample - Sun Protection Agreement

Authorisation

This policy was adopted by the Approved Provider of Waverley Meadows Pre-School on 22nd September 2011

Last Review: November 2016 (See *Policy Schedule* for next review date)



Waverley Meadows Pre-School

Sun protection agreement and permission form

Waverley Meadows Pre-school is a registered SunSmart Early Childhood Program and follows SunSmart and Cancer Council Victoria recommendations to use a combination of sun protection measures (hat, clothing, sunscreen, shade, and if practical, sunglasses) from September to the end of April (and whenever UV levels reach three and above) when outdoors.

I agree to help support this membership and help minimise my child's potential risk of skin and eye damage and skin cancer by doing the following:

- I understand that dressing my child in cool clothing that covers as much skin as possible is the best sun protection.
(e.g. tops that cover the shoulders, arms and chest, singlet tops or shoestring dresses do not provide adequate sun protection and are best when layered with a shirt or t-shirt.)
- I will provide my child with a sun protective hat that shades the face, neck and ears **to be kept at Waverley Meadows Preschool.**
(e.g. wide-brimmed, bucket or legionnaire hat - baseball / peak style caps do not provide adequate sun protection and are not appropriate for outdoor play.)
- I will apply SPF30 sunscreen to my child **prior** to each kinder session from September to April.
- I give permission for educators / staff to assist my child to develop independent, self-help skills by applying their own sunscreen to all exposed parts of their skin including their face, neck, ears, arms and legs - if the kinder session is longer than 2 ½ hrs on days from September to April.
(Recommended from 3+ years.)

One of the below only:

- I give permission for my child to re-apply using the sunscreen that is **supplied by Waverley Meadows Pre-School**

OR

- I have supplied** sunscreen for use by my child when at Waverley Meadows Pre-school. I agree that this sunscreen will be kept at the service and it is my responsibility to make sure there is always an adequate supply available.

Child(ren)'s name(s): _____

Parent/Guardian's name _____ (Please print)

Signature of Parent/Guardian _____ Date _____