

Sample Sun Protection Policy

<Child Care Centre Name>

Adapt this policy in consultation with your childcare community to suit your childcare setting.

BROAD POLICY STATEMENT:

Our Sun Protection Policy has been developed to ensure that all children, employees and visitors attending [centre name] are protected from skin damage caused by harmful ultraviolet (UV) radiation from the sun.

It is to be implemented throughout the year and will be effective from
[date]

SPECIFIC POLICY:

1. The Centre will require children and employees to wear legionnaire style, bucket or broad brimmed hats that protect the face, neck and ears whenever they are outside.
2. Children who do not have their hats with them will be asked to play in an area protected from the sun.
3. The Centre recommends that children and staff wear loose fitting clothing that protects as much of the skin as possible for outdoor activities. Shirts that cover the shoulders and have collars and sleeves that are at least elbow length, in addition to longer style skirts and shorts are most suitable. Darker colours are recommended as they are less likely to reflect UV radiation on to the skin.
4. Children will be encouraged to use available areas of shade for outdoor play activity. Planned outdoor play and activities will be set up in shady areas. Areas used for focused play such as sandpits and fixed play equipment will be provided with shade throughout the year. Play areas for babies will be provided with shade all year round (*Regulation 41A Community Services Regulations 1988*).
5. Management will ensure there are a sufficient number of shelters and trees providing shade in the Centre grounds.
6. Outdoor excursions and activities will be scheduled before 10 am and after 3 pm whenever possible. Full day outdoor excursions (i.e. vacation care) will be planned to ensure children are not in the sun between the hours of 10 am and 3 pm. The availability of shade will be considered when planning all outdoor excursions and activities. Portable shade structures may be used if the area does not have much natural or artificial shade. Children and staff participating in excursions will wear bucket, broad brimmed or legionnaires style hats and protective clothing as well as SPF 30+ sun screen.
7. Unrestricted outdoor play may take place between 10 am and 3 pm, provided the UV Index is below 3 (moderate). If the UV Index is 3 (moderate) or above, outdoor play is allowed provided appropriate sun protection measures are undertaken by all staff and children while outdoors. Appropriate sun protection measures are defined as a broad brimmed, bucket or legionnaires hat, clothing that covers as much skin as possible, SPF 30+ sun screen, maximum use of

available shade and sunglasses where these are practical. If the UV Index is 8 (very high) or above, outdoor play will cease. The UV Index forecast is available from the Bureau of Meteorology website: www.bom.gov.au/weather/UV.

Centres may allow brief periods of unrestricted outdoor play during intervals of fine weather on a wet day or at a time when some fresh air is needed for a few minutes. In areas south of Geraldton, during June and July, there may be some days that the UV radiation level is below 3. When levels are low, you can safely spend time outside without sun protection. At other times, protection should be used as recommended. Check the UV radiation forecast (UV Index) for the daily maximums.

8. Employees and visitors to the Centre will act as role models by:
 - a. Wearing appropriate hats and clothing outdoors.
 - b. Using SPF 30+ broad spectrum water resistant sunscreen for skin protection.
 - c. Seeking shade whenever possible.
 - d. Looking after their skin and avoiding sunburn.
9. SPF 30+ broad spectrum, water resistant sunscreen will be provided for staff and children's use as necessary. Sunscreen will be applied liberally at least 20 minutes before going outside and not rubbed in. It should be reapplied every two hours or more frequently if it is likely to have been washed or wiped off.
10. Learning about skin and ways to protect skin from the sun will be incorporated into program activities.
11. The Sun Protection Policy will be reinforced in a positive way through parent newsletters, noticeboards and meetings.
12. Staff and parents will be provided with educational material on sun protection.
13. Management will keep themselves informed about current trends, recommendations and legislation that impacts on this Sun Protection Policy by participating in industry networking groups, maintaining regular contact with relevant resource agencies and providing opportunities for staff to train in current practices.
14. When enrolling their child, parents will be:
 - a. Informed of the Sun Protection Policy.
 - b. Asked to buy a centre hat or provide a suitable hat for their child's use.
 - c. Asked to provide SPF 30+ broad spectrum water resistant sunscreen for their child's use (if not provided by the service).
 - d. Required to give authority and directive for staff to administer sunscreen to their child.
 - e. Encouraged to practise sun protective behaviours themselves.

For more information contact: The Cancer Council WA
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