

## Document Control

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Policy number:	11
Policy area:	CHNS
Policy owner:	General Manager – Children Services
Responsible / contact officer:	Quality and Risk Officer
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## Policy Information

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Australia has one of the highest rates of skin cancer in the world. Too much of the sun's UV radiation can cause sunburn, skin and eye damage and skin cancer. As infants and toddlers up to four years of age are particularly vulnerable to UV damage, Enhance Family Day Care commits to creating Sun Smart environments and implementing Sun Smart processes to keep children, educators and staff safe from UV exposure and damage.

### National Quality Standard (NQS)

Quality Area 2: Children's Health and Safety: 2.1, 2.1.1, 2.2, 2.2.1

Quality Area 3: Physical Environment: 3.1.1

### 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

### Purpose

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To protect all children, educators and staff from the harmful effects of ultraviolet (UV) radiation from the sun and to ensure adherence to Cancer Council's Sun Smart recommendations for the safety of all people in the Family Day Care environment.

### Scope

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This policy applies to the Approved Provider, Children Services team, educators, educator assistants, children, families, and visitors.

### Procedure

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#### Implementation

Enhance Family Day Care 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 the service. This policy applies to all activities at Enhance FDC services and whilst engaging in regular outings and excursions. It also applies to activities undertaken by the Children Services team.

#### Monitoring UV Levels

Sun protection is required when UV levels reach level 3 or above. Enhance FDC educators and staff will monitor the UV levels daily through one or more of the following methods:

- Using the smartphone [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](http://www.cancer.org.au)
- Viewing the Bureau of Meteorology website <http://www.bom.gov.au/>
- Visiting [www.myuv.com.au](http://www.myuv.com.au)

**Due to high levels of UV in Queensland, the UV index is always above 3 regardless of the weather or season.**

#### 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 will be used for all skin types.

Enhance FDC educators and staff 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.

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## Sun Safe policy



Enhance Family Day Care educators and staff will follow the advice from Cancer Council Queensland and if recommended, modify outdoor play to under cover or shaded areas if UV levels reach 8 or above.



SunSmart (2020)

### Shade

- Sufficient natural, portable, or man-made shade will be 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 to unshaded areas of the playground.

### Hats

Enhance FDC educators, children, staff and visitors are always required to wear sun safe hats if they are outdoors. In line with Cancer Council Australia's definition, a sun safe hat is a:

- 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 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.

*Baseball caps and visors do not provide adequate protection from the sun and are therefore unable to be used.*

- Children without a sun safe hat will be asked to play in an area protected from the sun. They may be provided with a spare hat by the Enhance FDC educator if available.

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## Sun Safe policy

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### Clothing

- When outdoors, educators, 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.

### Sunscreen

As per Cancer Council Australia recommendations:

- Enhance educators, 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 Enhance FDC Service enrolment form.
- Where children have allergies or sensitivity to the 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.
- To help develop self help and school readiness skills, children from three years of age are given opportunities to apply their own sunscreen under supervision of the educator and are encouraged to do so.
- Sunscreen is stored in a cool, dry place and the use-by-date monitored.

### Babies

In line with recommendations from the Cancer Council Australia:

- Babies under 12 months will not be exposed to direct sun when the UV Index 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 50°C and if young children come into contact with these surfaces, they can be burned severely within seconds.

Enhance educators and the Children Services team 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)
- Complete a Daily Sun Safe Checklist on any day that care occurs.
- 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, following recommendations from KidSafe Australia, children will NOT play on the surface.
- In extreme heat and during peak summer temperatures, ensure children wear shoes when playing in the outdoor area [children may remove shoes when playing in sand or mud pit].

### 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 and Children Services team members will therefore be required to role model appropriate sun protection behaviours. These include:

- 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 and Daily Sun Protection times throughout the day

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## Sun Safe policy

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Enhance family day care will ensure that:

- The Sun Safe Policy is regularly monitored and reviewed for effectiveness and compliance with Cancer Council recommendations.
- The Sun Safe Policy is submitted to the Cancer Council every three years to maintain SunSmart status.
- Enhance Family Day Care services are registered with the National Sun Smart School Program and that resources are regularly shared with Educators, families and children.
- All educators have their outside play spaces as well as their risk management plans regularly reviewed to ensure that the service is compliant with our Sun Safe policy.
- All staff and educators undertake Sun Smart training every biannually.
- All staff comply with sun protection behaviours (listed above).

Enhance Educators will ensure:

- That families receive information about sun safety and are aware of our Sun Safe Policy during orientation. Educators will discuss with families suitable clothing and hats for their child while attending the service.
- Their service complies with the Sun Safe policy and with the Cancer Council's Slip, Slop, Slap, Slide, Shade campaign
- The Daily Sun Safe Checklist is completed, and the day's experiences and program are adjusted to ensure minimum exposure to extreme UV levels and hot surface temperatures.
- Where the UV level is 8 or above, outdoor program experiences must be under shelters that create shade eg. shade sails, verandahs, movable umbrellas or marquees.
- Risk Assessment and appropriate mitigation strategies are implemented at the service and on excursions to minimise exposure to harmful UV levels.
- All children are dressed in Sun Safe clothing, have a hat and have applied sunscreen before going outside.
- Sun Safety is regularly incorporated into learning programs and resources and information is shared with families to promote sun safety.

Families will ensure that:

- They give permission for sunscreen to be applied to their child on the enrolment form.
- Their child/ren attend care in sun smart clothing and with a sun safe hat each day of care.
- They role model sun safe behaviours in our services. If coming into the outside

play areas, we request that parents wear a sun safe hat and clothing.

- Alternative sunscreen is provided for their child/ren if there is a sunscreen sensitivity identified on the enrolment form.

## INDUCTION AND TRAINING FOR EDUCATORS

- New educators will undergo Generation Sun Smart online training as part of their induction on registration with Enhance FDC, and then as part of a bi-annual reinduction refresher.
- Information and training on sun safety will be regularly shared with Educators.
- Enhance FDC Practice Mentors will include sun safety as part of their ongoing support and mentoring for Educators during face-to-face visits and at other times.
- The Sun Safe Policy will be made available to all educators, families, and visitors of Enhance FDC services to ensure a comprehensive understanding about keeping sun safe.

Information about Sun Safety will be included in our Family Handbook.

## Variations

FDCAQ reserves the right to vary, replace or terminate this Policy.

Links to associated documents	RELATED POLICIES TO BE LINKED
Acknowledgements and references	Australian Children's Education & Care Quality Authority. (2014). Bureau of meteorology. Home page (for UV Index): <a href="http://www.bom.gov.au/uv/">http://www.bom.gov.au/uv/</a> Cancer Council. (2019). UV alert: <a href="https://www.cancer.org.au/preventing-cancer/sun-protection/uv-alert/">https://www.cancer.org.au/preventing-cancer/sun-protection/uv-alert/</a> Cancer Council. Home page: <a href="https://www.cancer.org.au/">https://www.cancer.org.au/</a> Cancer Council. Preventing cancer: Sun protections: <a href="https://www.cancer.org.au/preventing-cancer/sun-protection/">https://www.cancer.org.au/preventing-cancer/sun-protection/</a> Children's Services Act 1996 Cancer Council Queensland. National Sun Smart Program: <a href="https://cancerqld.org.au/cancer-prevention/programs-resources/national-sunsmart-program/">https://cancerqld.org.au/cancer-prevention/programs-resources/national-sunsmart-program/</a> 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 National Quality Framework. (2018). (Amended 2020). KidSafe NSW <a href="#">Playground Safety</a> .(2020). Occupational Health and Safety Act 2004 Revised National Quality Standard. (2018).

Version	Approval date	Authorised by	Effective date	Last reviewed	Next review date
1	1/02/2021	Cathy Cahill (GM Children's Services)	April 2021	12/20	06/22