

# Woden Community Service

## HEALTH UV (Sun) Protection Policy

### Purpose

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Children's services provide the ideal opportunity to instil in children long-term positive sun protection habits and attitudes.

### Scope

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This UV (Sun) Protection policy applies to all children who attend WCS Children's Services. WCS services include early learning centres and OSHC programs.

This policy also applies to all staff, including educators, volunteers and students on placement. References to educators in this document apply to all staff employed to work with children on a permanent, contract or casual basis.

### Policy statement

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This policy sets out the means by which all our services take every reasonable precaution to protect children and educators from the harmful effects of over-exposure to the sun while they are at the service or at any event organised by the service.

The UV (Sun) Protection Policy is consistent with Cancer Council ACT sun protection recommendations for outdoor environments which include clothing, hats, sunscreen, shade and scheduling of activities, and ongoing education for the children, families and staff at the service.

### Strategies and practices

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- The UV (Sun) Protection Policy is made available to parents/guardians when they enrol their child in the service, and their attention is specifically drawn to their responsibilities under this policy.
- The sun safety message is promoted and positively reinforced amongst families through various means including notice boards, newsletters, meetings, the website and providing them with up-to-date sun protection materials.
- Educators promote sun safety awareness with children by including it in daily routines and intentional teaching.
- The service's outdoor playground is adequately shaded. The built and natural shade features are continuously evaluated for effectiveness and, if required, additional shade structures are built and trees planted (not applicable for Out of School Hours Care (OSHC)).
- Children play outdoors at the discretion of the educators who take into account the weather and UV rating, and are guided by the routines and children's interests. Sun safety precautions are put in place when the UV rating is 3 or above.
- Educators set up outdoor activities in the shade, wherever possible, and actively encourage children to play in the shade. At times when the weather becomes too hot, educators move play to protected and shady areas, or inside.

- Between 11am and 3pm during daylight saving/summer time, planned outdoor activities and events are minimised, and take place only in the shade, where possible.
- When the UV rating is 3 or above it is a requirement that all staff model positive sun protection behaviour to the children by:
  - wearing broad-brimmed or legionnaire styled hats and appropriate clothing for all outdoor activities;
  - using SPF 30+ (or higher) broad-spectrum sunscreen;
  - seeking shade whenever possible.
- The service supplies 30+ (or higher) broad-spectrum sunscreen for children and educators. Parents/guardians are advised about the use and brand of sunscreen. Parents/guardians are required to notify the service in writing if their child is allergic to sunscreen, and to supply an alternative clearly labelled with the child's name.
- When the UV rating is 3 or above the educators recommend that all children wear a broad-brimmed hat, legionnaire style hat, or bucket hat with a deep crown that provides sun protection for the face, neck and ears when outside. Hats without chin cords are preferred.
- Any child who has not brought an appropriate sun protection hat will be required to use one from the service, or to play in the shade. No Hat, Play in the Shade.
- Educators ensure children wear clothes with adequate sun protection when playing outdoors when the UV rating is 3 or above. Any child who does not have suitable clothing is required to wear clothing from the service's set of spares (with the exception of OSHC), or to play in the shade. The Cancer Council recommends loose fitting clothes that cover as much skin as possible.
- Water is available or offered to children at all times throughout the day, regardless of whether they are indoors or outdoors.
- Between August and May or when the UV rating is 3 or above parents/guardians are asked to liberally apply a 30+ (or higher) broad-spectrum sun screen to all exposed areas of their children's skin on arrival at the service, with the exception of OSHC.
- When the UV rating is 3 or above educators liberally reapply broad spectrum sun screen with an SPF of 30+ (or higher) to all exposed areas of children's skin 15-20 minutes before the children go outside, and initial the Sun screen Application Chart where applicable.
- When the UV rating is 3 or above educators reapply sunscreen every two hours if children are outdoors for a prolonged period, or more frequently if the children are perspiring or involved with water play. Older children apply their own sunscreen under supervision.
- Educators are kept up-to-date with sun protection recommendations.

### **Additional Sun protection practices for babies**

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- Babies under the age of 12 months are kept out of direct sun light as much as possible.
- The widespread use of sunscreen on babies under six months is not generally recommended as babies have very sensitive skin which may be more likely to suffer a reaction.

- For babies older than six months, sunscreen should be used as the last line of defence if direct UV exposure cannot be avoided, putting on covering clothing, a hat and shade.
- Educators monitor fluid intake of babies and document it.

### Responsibilities of parents/guardians

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- To apply sunscreen to their child on arrival at the service when the UV rating is forecast to reach 3 or above during the day ie. between August and May
- When the UV rating is 3 or above to provide a sun protection hat for their child each time their child attends the service, and to ensure the hat is clearly labelled with the child's name and kept clean.
- When the UV rating is 3 or above to dress their child in sun protection clothing, including spares for younger children, each time the child attends the service. Sun protection clothing will cover as much skin as possible yet still be light and cool to wear.
- To model positive sun protection behaviour to the children when at the service.
- To notify the service in writing if their child is allergic to sunscreen, and to supply an alternative sun screen clearly labelled with the child's name.

### National SunSmart Early Childhood Program

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Woden Community Service's children's services are active members of the Cancer Council ACT's National SunSmart Early Childhood Program. As a member of the Program this policy will be submitted and reviewed by Cancer Council every 3 years. This policy will be updated, if necessary, to maintain high SunSmart standards for the ACT.

### Links Education and Care Services National Regulations 2011, National Quality Standard 2018

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Regs	114	Outdoor shade
	168	Policies and procedures

QA	1.2.1	Educators are deliberate, purposeful, and thoughtful in their decisions and actions.
	2.1.1	Each child's wellbeing and comfort is provided for, including appropriate opportunities to meet each child's need for sleep, rest and relaxation.
	2.1.2	Effective illness and injury management and hygiene practices are promoted and implemented.
	2.1.3	Healthy eating and physical activity are promoted and appropriate for each child
	2.2.1	At all times, reasonable precautions and adequate supervision ensure children are protected from harm and hazard.
	3.1.1	Outdoor and indoor spaces, buildings, fixtures and fittings are suitable for their purpose, including supporting access of every child.
	3.1.2	Premises, furniture and equipment are safe, clean and well maintained.
	3.2.1	Outdoor and indoor spaces are organised and adapted to support every child's participation and to engage every child in quality experiences in both built and natural environments.

	4.2.2	Professional standards guide practice, interactions and relationships.
	5.2.1	Children are supported to collaborate, learn from and help each other.
	6.1.1	Families are supported from enrolment to be involved in the service and contribute to service decisions.
	6.1.3	Current information is available to families about the service and relevant community services and resources to support parenting and family wellbeing.
	7.1.2	Systems are in place to manage risk and enable the effective management and operation of a quality service.
	7.2.1	There is an effective self-assessment and quality improvement process in place.

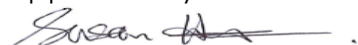
## Sources, further reading and useful websites

### Sources

- Education and Care Services National Regulations 2011, 2017
- Guide to the National Quality Standard 2011, 2018
- ARPANSA Realtime UV Index levels for the ACT  
[http://www.arpansa.gov.au/uvindex/realtime/can\\_rtr.htm](http://www.arpansa.gov.au/uvindex/realtime/can_rtr.htm)

This policy is a living document and will be monitored and reviewed as issues are identified. Proposed changes will be circulated and discussed by all programs and any external stakeholders for approval.

Approved by Susan Henderson, Service Manager Children's Services:



Date: 3 November 2014

### Current version

<b>Service line   Service area</b>	Children's Services	<b>Version</b>	1.4
<b>Process owner</b>	Director, Children, Youth and Family	<b>Date of issue</b>	November 2020
<b>Approved by</b>	Kate West	<b>Scheduled review date</b>	November 2023

### Modification history (including current version)

Version	Date	Author	Approved by	Description of changes
1.0	Nov 2014		Susan Henderson	New policy
1.1	Aug 2016		Susan Henderson	Addition of UV rating; Style changes
1.2	Jun 2017		Susan Henderson	Change of UV rating to 2.5 to align with use of app; Quality Area changes to bring in line with NQF changes
1.3	Oct 2018		Susan Henderson	Addition of UV above 11
1.4	Nov 2020	Krysta Cordina	Kate West	SPF 30+ (or higher) to include SPF 50 sunscreen used at services
1.4	Nov 2020	David Wild, Cancer Council ACT	Kate West	National SunSmart Early Childhood Program review.