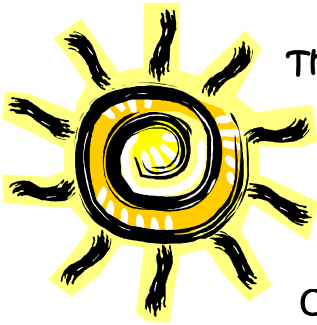




## Melrose Rural Care and Outreach Preschool Sun Protection Policy



The aim of the Melrose Rural Care and Outreach Preschool sun protection policy is to promote skin protection amongst children, staff, parents and the wider community.

This policy is based on guidelines from the Cancer Council of South Australia. As part of our duty of care and licensing, we are required to implement policies to protect the skin of children and staff. The Australian Children's education and Care Quality Authority also requires sun protection principles as part of the delivery of the Quality Improvement and Accreditation system. Our sun protection policy is for implementation throughout the whole year so as to ensure everyone involved in our service is protected from skin damage caused by the sun.

The objectives of our policy include:

Sun protection measures are used from 1<sup>st</sup> September to 30<sup>th</sup> April and whenever UV Index levels reach 3 and above. To help maintain winter vitamin D, sun protection measures are not used when UV levels are below 3. When applicable, staff will have access and be encouraged to access daily SunSmart UV Alert to assist with the implementation of this policy.

### 1. Avoiding play in the sun between 10am and 3pm.

- ❖ This will be achieved by programming of activities in the sun before 10am and after 3pm.
- ❖ Outdoor play will be held in shaded areas. Props and equipment will be moved under shade where possible.
- ❖ Planning of excursions will be made with consideration to shade and sunsafe principles.
- ❖ Children who are aged under 12 months should be kept out of direct sun as much as possible be covered up and wear a soft legionnaire style hat to protect baby's face, neck and ears.
- ❖ If using outdoor shaded areas, consideration is given to limiting exposure of babies to UVR and reflected UVR by using central shade rather than the edges.

### 2. When using the outdoor area, we will make use of shaded areas.

- ❖ Our service will continue to expand and improve outdoor shade areas. Priority play areas will have their shade maximized.
- ❖ Our service will promote and encourage tree planting and propagation.

### 3. Wear appropriate clothing which protects the skin.

- ❖ Children, staff and their families will be expected to wear broad brimmed or legionnaire style hats when outdoors.
- ❖ Children and staff will be expected to wear appropriate mid length sleeve clothing, as much as possible.
- ❖ Parents of babies will be encouraged to dress their child in clothes that cover more skin.
- ❖ We will provide legionnaire style hats for the children using the service. All hats are labelled with the child's name. We also provide spare hats. These are pegged onto a clothes hanger kept at the service. They are washed periodically or as required.
- ❖ Staff will role model hat wearing. Staff will provide their own appropriate clothing and broad brimmed hats. Parents will be encouraged to wear appropriate clothing and sun hats.

- ❖ When children are enrolled parents are made aware of the Sun protection policy and its requirements.
  - ❖ Our centre will promote the sun smart message through newsletters, activities etc. Parents will be encouraged to also role model appropriate clothing.
- 4. The application of broad spectrum sunscreen before going outdoors.**
- ❖ Our centre provides SPF 30+ broad spectrum sunscreen for use by all children and staff.
  - ❖ Parents of babies are encouraged to provide their own sunscreen. Staff will reapply as required to exposed skin.
  - ❖ Parents are encouraged to apply sunscreen to their children before arriving at the centre. Parents are asked or reminded through posters, newsletters or flyers about this and staff request to be informed if sunscreen has not been applied that day.
  - ❖ When children are enrolled, a permission slip needs to be signed by the enrolling parent as to whether staff can apply sunscreen to their child.
  - ❖ If a child is unable to wear sunscreen, he or she will be required to wear longer sleeved tops, collars and appropriate hats.
  - ❖ Staff will ensure children have had sunscreen applied 20mins before going outdoors for an activity. Sunscreen will need to be applied 2 hourly or prior to returning outdoors.
  - ❖ Children will be taught to apply their own sunscreen, where possible, so as to avoid cross infection risks.
- 5. Staff will reinforce the Sun Smart message in all activities and procedures.**
- ❖ Staff will role model sun protective behaviours in all outdoor activities (applying to OHS&W principles).
  - ❖ Skin protection and promotion will be incorporated into programming, enrolment procedures, parent communication (newsletters, verbal, notes.) posters, excursion notes and policies.
  - ❖ Sun safety messages will be promoted by all staff and parents.
- 6. The Melrose Rural Care and Outreach Preschool Sun Protection Policy will be evaluated on an ongoing basis:**
- ❖ Policy issues will be discussed at staff meetings and parent meetings.
  - ❖ Policy review will take place annually or as required.
  - ❖ Any policy review will include current information and reference materials from DECD, Australian Childcare Guidelines and from the Cancer Council of South Australia.

Signed:

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Director

07/12

For Review 07/13

Reference: SA Cancer Council Sunsafe guidelines  
UV Alert found at <http://www.bom.gov.au/sa/uv/index.shtml> and choose tables.