



P-2.9 Sun Protection

POLICY STATEMENT	
<p>We aim to balance the risk of skin cancer from too much sun exposure against giving children time for outdoor play and maintaining adequate vitamin D levels in our children. We aim to take a sensible ‘best practice’ approach to sun protection in our service that empowers children to take responsibility for their own health and wellbeing (“My Time Our Place” Outcome 3).</p>	
<p>DEBASCA has joined the Cancer Council’s SunSmart Program for OOSH services and therefore we use the Cancer Council NSW Sun Protection Policy to adhere to the 10 recommendations that form the SunSmart Program.</p>	
<p>This policy will support DEBASCA to meet the requirements of the Framework for School Age Care in Australia (My Time, Our Place), Education and Care Services National Law, the Education and Care Services National Regulations and the National Quality Standard (NQS). The policy’s 10 recommendations cannot be altered until the next review of the SunSmart Program (due in Oct 2026).</p>	

NATIONAL QUALITY STANDARD (NQS)		
QUALITY AREA 2: CHILDREN’S HEALTH AND SAFETY		
2.1	Health	Each child’s health and physical activity is supported and promoted
2.1.1	Wellbeing and comfort	Each child’s wellbeing and comfort is provided for, including appropriate opportunities to meet each child’s needs for sleep, rest and relaxation
2.1.3	Healthy lifestyle	Healthy eating and physical activity are promoted and appropriate for each child
2.2	Safety	Each child is protected
2.2.1	Supervision	At all times, reasonable precautions and adequate supervision ensure children are protected from harm and hazard
QUALITY AREA 3: PHYSICA ENVIRONMENT		
3.1.1	Fit for Purpose	Outdoor and indoor spaces, buildings, fixtures and fittings are suitable for their purpose, including supporting the access of every child

EDUCATION AND CARE SERVICES NATIONAL LAW AND NATIONAL REGULATIONS	
S.167	Offence related to protection of children from harm and hazards
100	Risk assessment must be conducted
113	Outdoor space – natural environment
114	Outdoor space – shade
136	First aid qualifications
168	Education and care service must have policies and procedures
168 (2)(a)(ii)	Sun Protection
170	Policies and procedures to be followed
171	Policies and procedures to be kept available

RELATED POLICIES	
Administration of First Aid Policy Clothing Policy Emergency and Evacuation Procedures Policy Enrolment Policy Excursion/Incursion Policy	Physical Environment Policy Supervision Policy Water Safety Policy Work Health and Safety Policy

DEFINITIONS	
DEBASCA	Denistone East Before and After School Care Association
DEVAC	Denistone East Vacation Care
NSW	New South Wales
OSHC	Outside School Hours Care
SPF	Sun Protection Factor
UV	Ultraviolet
QA	Quality Area

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PURPOSE
<p>Australia has the highest rate of skin cancer in the world. Skin cancer, including melanoma and non-melanoma, is the most common cancer in Australia. Exposure to ultraviolet (UV) radiation in childhood is a major risk factor for the development of skin cancer later in life. By implementing a best-practice Sun Protection Policy, OOSH services can help protect staff and children from UV radiation and teach children good sun protection habits from an early age to reduce their risk.</p> <p>Sun protection times are a forecast for the time of day UV levels will reach 3 or above. At these levels, sun protection is recommended for all skin types and the policy areas should be implemented. In NSW, UV levels are high enough (UV 3 or above) to damage unprotected skin most months of the year. UV levels are particularly high during the summer months, and highest in the middle of the day. UV levels and daily sun protection times can be accessed via the SunSmart App or Cancer Council Australia’s home page to determine sun protection requirements.</p> <p>Cancer Council NSW and Network of Community Activities have partnered to promote best practice sun protection policy and practices in the Out of School Hours sector in NSW.</p>

SCOPE
This policy applies to all DEBASCA stakeholders.

RESPONSIBILITIES
Responsibility for implementation of this policy lies with the Director or other authorised representative approved by the Director and the Management Committee.

TRAINING REQUIREMENTS
Personnel having responsibilities under this procedure will be appropriately trained.

IMPLEMENTATION

1. Our Service will work in compliance with the National SunSmart Out of School Hours (OOSH) program to ensure children’s health and safety is always maintained whilst at the Service.
2. Our Service will monitor the Australian Bureau of Meteorology (BOM) for notification of severe heat events and implement risk mitigation strategies to protect the health, safety and wellbeing of children. This policy applies to all activities on and off site.
3. Our service will adhere to the Cancer Council 10 recommendations for UV3+ and sun protection below.
4. **Recommendation 1: Scheduling Outdoor Activities – QA 1 – Educational program and practice, QA 2 – Children’s health and safety**
 - 4.1. UV levels and daily sun protection times are used to plan daily activities and ensure a correct understanding of local sun protection requirements.
 - 4.2. Sun protection is included in service participation risk assessments, including excursions where all sun protection practices are planned, organised, understood and available.
 - 4.3. Our Service will monitor the UV levels daily through using the *SunSmart global UV app*. Sun protection is required when UV levels reach level 3 or above.
 - 4.4. In NSW, UV levels are high enough (UV 3 or above) to damage unprotected skin most months of the year. Educators daily check the current UV index/forecast at our location, and throughout the session as needed.
 - 4.5. Active outdoor play is encouraged throughout the day all year provided appropriate sun protection measures are used when necessary.
5. **Recommendation 2: Shade – QA 3 – Physical Environment**
 - 5.1. The availability of shade is considered for all outdoor activities and excursions.
 - 5.2. Shade options are provided, maintained and promoted to the children for their play experiences in the shade.
 - 5.3. Activities and play spaces are set up and moved throughout the day to take advantage of shade patterns.
 - 5.4. Shade options can include a combination of portable, natural and built shade. Cancer Council encourages regular shade assessments and the monitoring of existing shade structures, to assist in planning for additional shade.

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- 5.5. regularly drinking water and encouraging children to drink extra water in hot weather
- 5.6. adapting the learning environment when severe weather events occur
6. **Recommendation 3: Hats - QA 2 – Children’s health and safety**
- 6.1. All staff and children are encouraged to wear SunSmart hats* that protect their face, neck and ears.
- 6.2. Children without a SunSmart hat are encouraged to play in the shade or inside. They may be provided with a spare SunSmart hat by the service if available.
- 6.3. *SunSmart hats include:
- Broad-brimmed hats with a brim size of at least 6cm (adults 7.5cm).
 - Bucket hats with a deep crown and brim size of at least 5cm (adults 6cm).
 - Legionnaire style hats.
- 6.4. Baseball caps or visors do not provide enough sun protection and therefore are not recommended.
- 6.5. Children without a sunsafe hat will be required to play in an area protected from the sun. They may be provided with a spare hat by the Service if available.
7. **Recommendation 4: Clothing – QA 2 – Children’s health and safety**
- 7.1. Staff and children are required to wear SunSmart clothing that covers as much of the skin (especially the shoulders, back and stomach) as possible.
- 7.2. Children without SunSmart clothing are encouraged to play in an area protected from the sun (e.g. under shade, veranda or indoors) or are provided with spare clothing.
- 7.3. *SunSmart clothing includes wearing:
- Loose fitting shirts and dresses with sleeves and collars or covered neckline.
 - Longer style skirts, shorts and trousers.
- 7.4. Midriff, crop or singlet tops do not provide enough sun protection and therefore are not recommended.
- 7.5. Children who are not wearing sun safe clothing may be provided with spare clothing or will be required to play under the shade or in an area protected from the sun.
8. **Recommendation 5: Sunscreen – QA 2 – Children’s health and safety**
- 8.1. SPF30+ (or higher) broad-spectrum water-resistant sunscreen is available at the service.
- 8.2. All staff and children are encouraged to apply sunscreen 20 minutes before going outdoors and reapply every 2 hours.
- 8.3. Permission to apply sunscreen is included in the service enrolment form.
- 8.4. Where children have allergies or sensitivity to the sunscreen, parents are asked to provide an alternative sunscreen, or the child encouraged to play in the shade.
- 8.5. Families ensure sunscreen is applied prior to attending vacation care.
- 8.6. Cancer Council recommends usage tests before applying a new sunscreen.
- 8.7. All sunscreen is stored in a cool, dry place and the expiry dates monitored.
- 8.8. DEBASCA also has sunscreen for sensitive skin available for children/staff as needed.
9. **Recommendation 6: Role Modelling by Staff, Families, and visitors - QA 1 – Educational program and practice & QA 5 – Relationships with children**
- 9.1. As part of WHS UV risk controls and role modelling, Staff, families, and visitors demonstrate SunSmart behaviours when outside by:
- 9.1.1. Wearing a SunSmart hat, protective clothing, and wearing sunglasses (optional)
- 9.1.2. Applying SPF30+ broad-spectrum water-resistant sunscreen
- 9.1.3. Promoting the use of shade
- 9.1.4. regularly drinking water and encouraging children to drink extra water in hot weather
- 9.1.5. adapting the learning environment when severe weather events occur
- 9.1.6. monitoring the UV Index Levels and Daily Sun Protection times throughout the day
- 9.2. Discussing sun protection with children and demonstrating a positive and proactive approach to the management of sun protection in the service.
- 9.3. Sun safety is everyone’s responsibility. By being role models ourselves and leading the way with our own sun safety, we can inspire our children to be SunSmart when they step outside.

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10. **Recommendation 7: Education - QA 1 – Educational program and practice, QA 4 – Staffing Arrangements, QA 5 – Relationships with children**
- 10.1. Children are provided with opportunities to promote and model sun protection measures to the whole service , including taking leadership roles in managing sun protection e.g. accessing daily UV levels and sun protection times, hat reminders and management of sunscreen.
- 10.2. Children understand why sun safety is important and learn how to take effective sun protection actions.
- 10.3. Further information is available from Cancer Council NSW’s website www.sunsmartnsw.com.au.
- 10.4. Sun protection will be incorporated regularly into learning programs
- 10.5. Sun protection information will be promoted to staff, families and visitors
- 10.6. Severe hot weather events will be monitored through the Bureau of Meteorology (BOM) and risk mitigation measures implemented
- 10.7. Educators and staff are encouraged to complete the free Cancer Council Generation SunSmart online PL learning modules
- 10.8. The *Sun Safety Policy* will be made available to all educators, staff, students, families, volunteers and visitors of the Service to ensure a comprehensive understanding about keeping sun safe including appropriate hat, clothing and sunscreen requirements
- 10.9. When enrolling their child/ren to our Service, parents will be required to give permission for educators to apply sunscreen to their child- either Service or family supplied sunscreen
- 10.10. Should parents not provide permission for educators to apply sunscreen to their child, the child will be required to play in an area protected from the sun (e.g. under shade, veranda or indoors)
- 10.11. Information about Sun Safety will be included in our *Parent Handbook* and sun protection information and resources made accessible and communicated regularly to families
11. **Recommendation 8: Information and Policy Availability - QA 6 – Collaborative partnerships with families and communities, QA 7 – Governance and leadership**
- 11.1. Sun protection policy, procedures, requirements and updates are made available to staff, families and visitors.
- 11.2. Sun protection information and resources are accessible and communicated regularly to families.
- 11.3. All parents/families are informed of the sun protection policy including appropriate hat, clothing and sunscreen requirements on enrolling their child in the service or vacation care.
12. **Recommendation 9: Sunglasses (optional) QA 2 – Children’s health and safety**
- 9.1 Staff and children are encouraged to wear close-fitting wrap-around sunglasses that cover as much of the eye area as possible and comply with Australian Standard AS1067 (Sunglasses: Category 2, 3 or 4).
13. **Recommendation 10: Implementation & Review – QA4 – Staffing arrangements, QA7 – Governance and leadership**
- 13.1. Management will regularly monitor and review the effectiveness of the Sun Safety Policy.
- 13.2. Service Champions will be appointed to drive sun protection policy implementation and engagement.
- 13.3. The Sun Safety Policy to the Cancer Council will be submitted every three years to maintain our SunSmart status.
- 13.4. The educators will monitor the UV Index Levels and Daily Sun Protection times throughout the day
- 13.5. Cancer Council NSW and Network of Community Activities have partnered to promote best practice sun protection policy and practices in the Out of School Hours sector in NSW.
14. **Risks of Summer Play**
- The Approved Provider/Nominated Supervisor and Educators will:**
- 14.1. ensure obligations under the *Education and Care National Law and Regulations* are met
- 14.2. 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:
- 14.2.1. hot equipment- slides, poles, guardrails, any metal surfaces
- 14.2.2. hot surfaces- rubber and synthetic grass, walkways, concrete surfaces
- 14.2.3. sun burn and dehydration
- 14.2.4. access to bodies of water (filled water troughs/containers/trays/pools)
- 14.2.5. severe heat
- 14.2.6. bushfires and air pollution
- 14.3. ensure children wear shoes when playing in the outdoor area- [children may remove shoes when playing in sand]

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- 14.4. monitor the Bureau of Meteorology (BOM) for severe weather warnings and implement procedures to ensure the health and safety of all children and staff
- 14.5. monitor bush fire activity and be aware of air quality and hazardous levels of air pollution caused by bushfires (see Bushfire Policy)
- 14.6. ensure children have access to water at all times throughout the day and to avoid dehydration
- 14.7. keep children indoors during severe heat events
- 14.8. ensure fans/air conditioning are used to help keep children cool
- 14.9. close blinds/curtains where required to prevent sun shining into rooms
- 14.10. adhere to NSW health department advice for hot weather risks and recommendations
- 14.11. ensure sunscreen purchased for the Service complies with Australian Standard AS/NZS 2604:2012

CONTINUOUS IMPROVEMENT/EVALUATION

Our *Sun Protection Policy* will be updated and reviewed regularly in consultation with families, staff, educators and management, and submitted to Cancer Council NSW every three years to maintain SunSmart Status.

SOURCES
Australian Children’s Education & Care Quality Authority. (2021). Sun Protection- Policy Guidelines
Australian Children’s Education & Care Quality Authority. (2024). Guide to the National Quality Framework .
Australian Government Department of Education. Belonging, Being and Becoming: The Early Years Learning Framework for Australia . V2.0, 2022
Australian Government. Bureau of Meteorology. Home page (for UV Index): http://www.bom.gov.au/uv/
Australian Government. Bureau of Meteorology. http://www.bom.gov.au/weather-services/severe-weather-knowledge-centre/warnings.shtml
Cancer Council Australia. Be SunSmart. https://www.cancer.org.au/cancer-information/causes-and-prevention/sun-safety/be-sunsmart
Cancer Council. Home page: https://www.cancer.org.au/
Cancer Council. Preventing cancer: Sun protections. https://www.cancer.org.au/cancer-information/causes-and-prevention/sun-safety
<i>Children's Services Act 1996</i>
Cancer Council. SunSmart programs http://www.sunsmartnsw.com.au/about/
Early Childhood Australia Code of Ethics. (2016).
Education and Care Services National Law Act 2010. (Amended 2023).
Education and Care Services National Regulations . (Amended 2023)
Kidsafe NSW. How Hot is Too Hot To Play?
NSW Government. Department of health. (2023). Babies and young children in hot weather
<i>Occupational Health and Safety Act 2004</i>
Safe Work Australia: Guide on exposure to solar ultraviolet radiation (UVR) (2019) .

CHANGE HISTORY	Version	Amendment Details				Date Amended
	New	Reformatted DEBASCA policies				Nov 2013
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	1	Reformatted Policy number: D-9 to P-2.9	Aug 2016
	2	Updated to the latest revised National Quality Standard	Apr 2018
	3	Updated to reflect the latest SunSmart Policy	Mar 2019
	4	Minor heading changes	Aug 2020
	5	Reviewed & Updated to reflect the latest SunSmart Policy by Cancer Council NSW (June 2022) Rationale - added the final sentence Minor rewording clause 6 Minor rewording clause 7.1 Added 10.2, 10.3	Oct 2023
	6	Adopted NEW DEBASCA policy format Policy Statement re-worded Added National Quality Standard Added Education and Care Services National Law and Regulations Added Related Policies Removed Associated Documents as it has been separated above categories Added Definitions: QA=Quality Area Replaced heading: Rationale with Purpose Replaced heading: Procedure with Implementation Renumbered the clauses Added Clauses: 1-3 before the 10 recommendations, 4.3-4.5, 5.5, 5.6, 6.5, 7.5, 8.8, 9.1.4-9.1.6, 10.4-10.11, 13.3-13.5, 14. Added Continuous Improvement/Evaluation	Feb 2025

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