



2.03 SUN SMART

Purpose Statement

Windermere is committed to protecting the health, safety and wellbeing of all children accessing early childhood education and care programs.

This commitment is underpinned by our legislative obligations; the National Regulations state that organisations must ensure the health and safety of children at all times.

This policy sets out practices for ensuring children's 'safety in the sun' whilst enrolled in family day care, and is intended to ensure that all educators are supported in meeting their obligations.

Scope

This policy applies to all salaried full time and part time staff (including casuals), educators, contractors, children, families and visitors in or Family Day Care services.

Definitions

ACECQA: Australian Children's Education & Care Quality Authority

Family day care educator: a person engaged by or registered with a family day care service to provide education and care for children in a residence or at an approved family day care venue.

Policy Statement

THAT SUN SAFETY PROCEDURES ARE FOLLOWED, AS PER THE NATIONAL REGULATIONS, TO ENSURE THE HEALTH, SAFETY AND WELLBEING OF CHILDREN IN CARE, EDUCATORS AND STAFF.

Procedures

General

1. Educators are encouraged to access the daily local sun protection times via SunSmart app or at sunsmart.com.au.
2. The sun protection measures detailed within this document are used for all outdoor activities during the daily local sun protection times (issued whenever UV levels are 3 and above), typically from September until the end of April in Victoria.
3. Where possible, active, outdoor sun safe play is encouraged throughout the day.
4. SunSmart practices consider the special needs of infants. All babies under 12 months are kept out of direct sun during the sun protection times (when UV levels are 3 and above).

Healthy physical environment – Seek Shade

1. Educators are to ensure there is sufficient shade in outdoor areas, particularly those considered high use.
2. Educators are to consider the availability of shade when planning all outdoor activities.



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3. Children are encouraged to choose activities in shaded areas when outside.
4. Children who do not have appropriate hats or outdoor clothing are asked to choose a shady play space or a suitable area protected from the sun.
5. Windermere supports its educators in conducting regular shade assessments to determine the availability and quality of shade.

Healthy social environment – Slip on sun protective clothing

1. Children are required to wear loose fitting clothing that covers as much skin as possible. Clothing made from cool, densely woven fabric is recommended. Tops with elbow-length sleeves and collars are considered good sun safe options, along with shorts or skirts that are knee-length or longer.. If a child is wearing a singlet top or a shoestring dress they will be required to choose a t-shirt/shirt to wear over the top before going outdoors.
2. Educators and staff should role model suitable protective clothing to wear.
3. All children, educators and staff are required to wear hats that protect their face, neck and ears (eg. legionnaire, broad-brimmed or bucket style). Peak caps and visors are not considered a suitable option.

Slop on sunscreen

1. Families or educators are required to supply SPF30 (or higher) broad-spectrum, water-resistant sunscreen. Educators are encouraged to have additional supplies of sunscreen in reserve.
2. Educators are to ensure sunscreen is applied at least 20 minutes (where possible) before going outdoors and reapplied every TWO hours.
3. Educators and staff should role model suitable sunscreen application.
4. To help develop independent skills ready for school, children from 3 years of age are given opportunities and encouraged to apply their own sunscreen (under the supervision of an educator).

Slide on sunglasses

5. Where practical; children, educators and staff are encouraged to wear close fitting, wrap-around sunglasses that meet the Australian Standard 1067 (Sunglasses: Category 2, 3 or 4) and cover as much of the eye area as possible.

Learning and skills

6. Educators are encouraged to have sun protection and vitamin D learnings incorporated into their learning and development program.
7. The SunSmart procedure is reinforced through educator and children's activities and displays.
8. The SunSmart procedure is encouraged and reinforced through visits from Windermere.



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Engaging children, educators, staff and families

1. Educators, staff and families are provided with information on sun protection and vitamin D through newsletters, training and the service's website.
2. When enrolling their child, families are:
 - a. informed of the service's SunSmart procedure
 - b. asked to provide a suitable sun protective hat, sun safe clothing and sunscreen for their child
 - c. required to give permission for educators to apply sunscreen to their child
 - d. encouraged to use SunSmart measures themselves when at the service.
3. As part of OHS UV risk controls and role-modelling, educators, staff and visitors entering a home based environment during sun protection times should:
 - a. wear a suitable sun protective hat, covering clothing and, if practical, sunglasses
 - b. apply sunscreen
 - c. seek shade whenever possible.

Monitoring and review

1. Windermere, educators and staff monitor and review the effectiveness of the SunSmart procedure bi-annually.
2. Membership with SunSmart at sunsmart.com.au is renewed every three years.
3. SunSmart practice and procedure updates will be made available to educators, staff, families and visitors.

Relevant Standards/Legislation

- National Quality Framework for Early Childhood Education and Care Services including:
 - Education and Care Services National Law 2011
 - Education and Care Services National Regulations 2011
- Occupational Health and Safety Act 2004
- Child Wellbeing and Safety Act 2005 (Vic) (Part 2: Principles for children)

Related Policies & Links

- Building Quality Standards Handbook (BQSH): Section 8.5.5 Shade Areas (Oct 2011)
- Get Up & Grow: Healthy eating and physical activity for early childhood (Section 2) 2009
- Radiation Protection Standard for Occupational Exposure to Ultraviolet Radiation (2006)
- Safe Work Australia: Guidance Note for the Protection of Workers from the Ultraviolet Radiation in Sunlight (2008)