SOUTHSIDE
Montessori School

SUN PROTECTION POLICY

INTRODUCTION

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. Children are particularly vulnerable to UV damage due to lower levels of melanin and a thinner stratum corneum (the outermost layer of skin). UV damage accumulated during childhood and adolescence is strongly associated with an increased risk of skin cancer later in life (Cancer Council Australia).

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.

EDUCATION AND CARE SERVICES NATIONAL REGULATIONS

Children (Education and Care Services) National Law NSW	
100	A risk Assessment must be conducted before excursion
113	Outdoor space natural environment
114	Outdoor space shade

168	Ensure that policies and procedures are in place in relation to sun protection
170	Take reasonable steps to ensure those policies and procedures are followed
171	Policies and Procedures to be kept available
172	Notification of change to policies and procedures

POLICY STATEMENT

Southside Montessori School is committed to ensuring the health, safety and wellbeing of all students, staff, families and visitors. Our school acknowledges the importance of protecting the school's community from the harmful effects of ultraviolet radiation.

PURPOSE

Southside Montessori School will implement and maintain effective sun protection measures to protect all children and staff from the harmful effects of ultraviolet (UV) radiation from the sun.

SCOPE

This policy applies to children, families, staff, management, and visitors of the Service.

This policy applies to all school activities on and off-site.

IMPLEMENTATION

The approved provider must ensure that sun protection policies and procedures are in place (regulation 168) and that reasonable steps are taken to ensure these are followed (regulation 170).

ROLES AND RESPONSIBILITIES

The Approved Provider

- ensure all obligations under the Education and Care Services National Law and National Regulations are met, including sun protection requirements.
- take reasonable steps to ensure that the nominated supervisor, educators and staff follow the policy and procedures
- as a centre-based service, ensure adequate shading over areas for both active and passive outdoor play
- ensure access to an adequate supply of in-date sunscreen for children, educators and staff
- ensure that copies of the policy and procedures are readily accessible to nominated supervisors, coordinators, educators, staff, volunteers and families, and available for inspection
- ensure that outdoor spaces at the service premises include adequate shaded areas to protect children from overexposure to ultraviolet (UV) radiation from the sun. These spaces should meet the recommendations of relevant recognised authorities. Shade may be provided by large trees, heavy shade cloths and solid roofs (Guide to the NQF – Operational Requirements, Quality Area 3).
- Ensure families are notified at least 14 days in advance of any changes to the sun protection policy or procedures that affect fees, the education and care of children, or the family's ability to use the service

The Nominated Supervisor

- implement the ***Sun protection policy*** and ***procedures***, ensuring all action plans that are in place are carried out
- monitor the UVI daily, identify when and how any sun protection changes need to occur, and communicate this to educators and staff
- promote sun safe practices with all children, families, educators and staff within the service.

The Educators

- implement the ***Sun Protection policy*** and ***procedures***
- monitor the UVI daily and manage outdoor play and learning accordingly
- monitor the impact of sun on play equipment and surfaces that children will be touching and using such as soft fall mats, or other equipment
- role-model sun safe practices
- communicate with families about sun safe practices in general and specific expectations within the service (e.g. wearing protective clothing)

The Families

- be aware of and follow the service's ***Sun protection policy*** and ***procedures***
- send children to the service in appropriate clothing that offers sun protection

SUN PROTECTION PROCEDURES

1-Sun protection and monitoring UV levels

Regs: 100, 113, 114, 168, 170, 171, 172; **QA2, QA3, QA7:** 7.1.2

Sun protection is required when UV levels reach level 3 or above. Our Service will monitor the UV levels daily through one or more of the following methods:

- Using the smartphone SunSmart Global UV app
- Using the SunSmart widget on the Service's website
- Viewing the Bureau of Meteorology website
- Visiting www.myuv.com.au

2-Sun protection awareness; Integration into programming and planning;

Regs: 100, 113, 114, 168 **QA1, QA2,QA5, QA6:** 6.1.3

- Educators and staff role-model and encourage sun safe practices with children and families.
- Educators create ways to integrate sun protection awareness into educational programming and planning; i.e. **Practical Life skills of Grace and Courtesy of how to apply sunscreen, Visuals Classified cards of sun protection, etc.**
- Educators will cater for children's agency, reflecting independence and choice within sun safe practices.

- Educators will communicate with families about sun safe practices in general and specific expectations within the service (e.g. wearing sun safe clothing), including considering their cultural backgrounds, beliefs and traditions.

3-SHADE Requirements

Regs: 100, 113, 114, 116, 168 **QA2:** 2.2.1 **QA3:** 3.1, 3.2.1 **QA7:** 7.1.2

- 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.
- Families will be notified through the Daily Routine Plan about a change in the outdoor play time as needed; usually through the Parent Handbook or information sent to parents at the start of the term.
- Regular assessments and reviews will be made of the outdoor area to assist in planning for further shade requirements.
- Children are still required to wear hats, protective clothing, and sunscreen if playing under natural or structure shade.
- Children who do not have appropriate hats or outdoor clothing will borrow suitable coverings from the service, if available.

HATS

Educators, children, and visitors are required to wear sun safe hats at all times when they are outdoors. Cancer Council Australia describes sun safe hats as 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.

Please note: Caps or visors do not provide enough sun protection and therefore are not permitted.

- Children without a sun safe hat will be asked to play in an area protected from the sun or can be provided with a spare hat, if available.

CLOTHING

- When outdoors, 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.

  Please note: Midriff, crop or singlet tops do not provide enough sun protection and therefore are not permitted.

SUNSCREEN

As per Cancer Council Australia recommendations:

- 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 service enrolment form.
- Where children have allergies or sensitivity to the sunscreen, parents are asked to provide an alternative sunscreen. Cancer Council Australia recommends usage tests before applying a new sunscreen.
- To help develop independence, children from three years of age are given opportunities to apply their own sunscreen under supervision of staff, and are encouraged to do so.
- Sunscreen is stored in a cool, dry place and the use-by-date is monitored.

ROLE MODELLING & Work Health and Safety

Southside Montessori School 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 WHS issue. All educators and staff at the Service will therefore be required to role model appropriate sun protection behaviours by:

- 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 (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.
- Regularly monitoring and reviewing the effectiveness of the Sun Safety Policy

EXCURSIONS

Excursion can present different sun exposure risks. Sun protection during an excursion is considered by completing an excursion Risk Assessment.

EDUCATION AND INFORMATION

- Sun protection will be incorporated regularly into learning programs.
- Sun protection information will be promoted to staff, families and visitors.
- Educators & staff are encouraged to complete free Cancer Council Generation SunSmart online PL learning modules.
- Further information is available from the Cancer Council website www.cancer.org.au/preventing-cancer/sun-protection/
- This Sun Protection Policy will be made available to all Educators, Staff, Families, and Visitors of the Service to ensure a comprehensive understanding of keeping sun safe.

SOURCES

Australian Children's Education & Care Quality Authority. (2014).

UV knowledge centre | The Bureau of Meteorology

Cancer Council. Home - MyUV | MyUV

Cancer Council. Home page: https://www.cancer.org.au/

Preventing cancer: Sun safety | Cancer Council

Guide to the Education and Care Services National Law and the Education and Care Services National Regulations.

Guide to the National Quality Standard.

Guide to the National Quality Framework.

KEY CONTACTS

Organisation	Number	Email and/or Website
Sun Smart App and Site		cancer.org.au

REVIEW

Version No.	Effective Date	Modifications	Next Policy Review Date
V5.0	November 2025	• Added a policy statement • Added a sentence to the purpose • Added Procedures section • Added roles and responsibilities	**November 2027**
V4.1	September 2021	• General Review	**September 2022**
V4.0	September 2019	• Revision and re-write.	**September 2020**
V3.0	May 2019	• Latest updates have been made to comply with the latest recommendations by the Cancer Council of Australia and the SunSmart program.	**September 2019**
V2.0	September 2018	• Latest updates include terminology and grammar improvements. • Added the section displaying related policies on page 1.	**September 2019**
V1.0	October 2017	• Updated the references to comply with the revised National Quality Standard	**September 2018**