



# Sun protection policy

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

## Rationale

A balance of ultraviolet (UV) radiation exposure is important for health. Too much of the sun's UV radiation can cause sunburn, skin and eye damage and skin cancer. Sun exposure during childhood and adolescence is a major factor in determining future skin cancer risk.

Too little UV radiation from the sun can lead to low vitamin D levels. Vitamin D is essential for healthy bones and muscles, and for general health. Sensible sun protection when UV is 3 and above does not put people at risk of vitamin D deficiency.

All department school sites, and early childhood education and care services must have a sun protection policy in effect for school terms 1, 3 and 4 and whenever ultraviolet (UV) radiation levels reach 3 or above.

Wherever possible, children and young people are encouraged to be responsible for their own sun protection.

## Objectives

This sun protection policy has been developed to:

- Encourage children and staff to use a combination of sun protection measures whenever the UV index level reaches 3 and above.
- Work towards a safe centre environment that provides shade for children and staff at appropriate times.
- Assist children to be responsible for their own sun protection.
- Ensure the preschool's community including employees, students, families and volunteers are informed of the centre's sun protection policy.



## Procedures

### Policy implementation times

Staff are encouraged to check the daily sun protection times each morning for our location using the free [SunSmart Global UV app](#), [SunSmart widget](#), [myuv.com.au](#) or the [Bureau of Meteorology website](#) to support the implementation of sun protection at the centre.

JB Cleland Kindergarten uses a combination of sun protection measures for all outdoor activities on or off-site during terms 1, 3 and 4 or whenever UV levels reach 3 and above at other times.

### Scheduling

A combination of sun protection measures are considered when planning outdoor activities such as excursions and water-based activities. Risk assessment are conducted for excursions and consideration is given to sun protection measures.

Care is taken during the peak UV radiation times, and outdoor activities are scheduled outside of these times, where possible or in the shade.

Parents are asked to apply sunscreen before arriving at Kindergarten.

While at Kindergarten, children are then supervised and reapply sunscreen at 9.40am. From 11.40am to 12.40pm children are undercover (group time and at lunch). Sunscreen is reapplied at 12.40pm. From 2.15pm children are inside or undercover.

## Sun protection measures

### 1. Hats

All children and staff are required to wear a broad-brimmed, legionnaire or bucket hat which protects the face, ears, and neck. Baseball caps are not acceptable. Cords, drawstrings and toggles in children's hats or clothing may become entrapped in small gaps and are highly discouraged due to the risk of injury. The Kindergarten does supply families with hats upon enrolment and also has a limited number of spare hats available for child use and are





washed on a regular basis. Children not wearing an appropriate hat or not hat at all will be expected to play in the shade, under the veranda or indoors.

## 2. Clothing

Children attending the Kindergarten are to wear appropriate sun protective clothing, including tops with collars or higher necklines and elbow-length sleeves and longer-style skirts, dresses and shorts. No singlet or midriff tops are allowed.

## 3. Sunscreen

- SPF 50+ broad-spectrum, water-resistant sunscreen is supplied by JB Cleland Kindergarten for children and staff use.
- Families with children who have sensitive skin or an allergy towards the sunscreen provided by the Kindergarten are asked to provide a clearly labelled suitable SPF 50+ broad-spectrum water-resistant sunscreen for their child's use.
- Families with children who are concerned about vitamin D requirements are encouraged to speak to their GP or paediatrician.
- Families are encouraged to apply sunscreen to their child before or upon arriving at the centre.
- Time is provided to apply sunscreen before going outdoors. (see scheduling section of this policy)
- Sunscreen is re-applied every 2 hours when remaining or returning outdoors.

## 4. Shade

- Staff are to use available areas of shade for outdoor activities as much as possible and actively encourage children to play in the shade.
- Care is taken during the peak UV radiation times, and outdoor activities are scheduled outside of these times on in the shade where possible. Outdoor events are scheduled to be held during term two or earlier in the day where practical.
- Children who are not wearing an appropriate hat or clothing are asked to play in the shade, under the veranda or return indoors.

## 5. Sunglasses

Children and staff may wear close-fitting, wrap-around sunglasses that provide the best protection against UV eye damage. Sunglasses should meet Australian standard AS/NZS 1067 (Sunglasses: lens category 2, 3 or 4) and cover



as much of the eye area as possible. Novelty tinted glasses do not protect against UV radiation and are not recommended.

## 6. Staff WH&S and role modelling

- For work health and safety and role modelling, when the UV is 3 and above, staff are required to practice SunSmart behaviours including:
- Wearing sun protective hats, clothing, and sunglasses when outside
- Applying SPF 50+ broad-spectrum, water-resistant sunscreen
- Seeking shade whenever possible.
- Staff will adhere to the Department for Education's Sun Protection in Schools and Early Childhood Education Services.

Families and visitors are encouraged to use a combination of sun protection measures when participating in or attending outdoor activities with the centre.

## 7. Enrolment and information for families

When enrolling their child families are:

- Informed of the Kindergarten's sun protection policy.
- Asked to provide a suitable hat for their child.
- Asked to provide their child with suitable outdoor clothing that is cool and covers as much skin as possible.
- Asked to provide a clearly labelled SPF 50+ broad-spectrum water-resistant sunscreen for their child (if the child is unable to use the sunscreen provided by the Kindergarten).
- Required to give permission for staff to apply sunscreen to their child.

## 8. Learning and development

Sun protection is incorporated into the learning framework and/or planned experiences.

## 9. Policy promotion

Sun protection information and the sun protection policy is regularly promoted to the whole Kindergarten community including staff, volunteers and families through newsletters, the Kindergarten's website or forum and in enrolment packs.





## Policy review

The centre will notify any relevant stakeholders should any significant policy updates be made (e.g., families, staff, Cancer Council SA).

The policy will also be submitted to the Cancer Council SA every three years to maintain Sunsmart status.

## Revision record

Status: GC Approved

Version: 2.0

Approved by: Name: Aella Leaver Director JB Cleland Kindergarten

Approved by: Governing Council Liz Aldous and Melissa Loo

Approved date: 20/11/24

Next review date: 20/11/27

Amendment(s): Rewritten in line with Cancer Council SA SunSmart Early Childhood Program and Department of Education Sun Protection guidelines

## Approvals

Status: Approved

Version: 1.0

Approved by: Aella Leaver Director JB Cleland Kindergarten

Approval date: October 2021

Next review date: October 2024 (3 years from the approved date)

## Supporting Information

<https://edi.sa.edu.au/hr/for-managers/health-and-safety/creating-a-safe-workplace/-inclement-weather-and-sun-exposure/sun-exposure>

## Legislation

This policy relates to the following National Law and Regulations:

### Education and Care Services National Law Act 2010

- Section 167 – Protection from harm and hazards



### Education and Care Services National Regulations 2011

- Regulation 100 – Risk assessment must be conducted before excursion
- Regulation 113 – Outdoor space–natural environment
- Regulation 114 – Outdoor space–shade
- Regulation 168: Policies and procedures (2)(a)(ii)–sun protection
- Regulation 170 – Policies and procedure to be followed
- Regulation 171 – Policies and procedures to be kept available
- Regulation 172 – Notification of change to policies or procedures.

### Work Health and Safety Act 2012

#### National Quality Standards

All of the following sun protection procedures link to:

- **Quality area 2: Children’s health and safety**  
There are also links to:
- **Quality area 1: Educational program and practice**
- **Quality area 3: Physical environment**
- **Quality area 5: Relationships with children**
- **Quality area 6: Collaborative partnerships with families and communities**
- **Quality area 7: Governance and leadership**