

Mawson Lakes School OSHC

Sun Protection - Policy and Procedure



POLICY STATEMENT

As a service, this policy was developed in conjunction with Cancer Council SA, to provide a SunSmart service that provides protection plans for 1, 3 & 4. We have established this policy to provide the children at our service with a safe environment, providing them with hats, sunscreen and shade protection to support their learning and opportunities for play. We act in the best interests of our children to reflect our service philosophy and provide the children with opportunities to be inquisitive and confident learners in a SunSmart environment, utilising opportunities to teach the children the importance of sun protection, not only when they are in our care, but throughout their lives.

BACKGROUND

The Education and Care Services National Regulations requires us to have in place policies and procedures in relation to sun protection at our service. We have developed SunSmart policies and procedures that act in line with Cancer Council SA's information and practices to allow all children to learn about how to be SunSafe and put this learning into practice whilst they are at attendance in our service. We believe that we are acting in the best interests of the children and protecting them from potentially harmful UV rays through offering shade, hats and sunscreen at our service.

LEGISLATIVE REQUIREMENTS

Regulation	Description	Implementation
113	Outdoor space - natural environment	The outdoor environment we have access to as part of our service includes gardens, dirt patches, bark areas, shady trees, grass and plants. We encourage children to engage with their natural environment through everyday practices and structured activities.
114	Outdoor space - shade	We provide adequate shading for children at our service with shade cloths over playgrounds, shady trees to sit under and solid roofs over seating areas.
167	Offence relating to protection of children from harm and hazards	Reasonable and appropriate risk assessments and hazard checks are conducted by staff on a regular basis to protect children from harm and hazards
168	Education and care services must have policies and procedures	The service has policies and procedures that reflect the needs of the service. These are reviewed as necessary.
170	Policies and procedures to be followed	Policies and procedures created by the service are followed by all educators, at all times.
171	Policies and procedures to be kept available	Policies and procedures are kept available to all educators and families, and are located in the OSHC office cupboard.
172	Notification of change to policies and procedures	Appropriate authorities and governing bodies are notified of any change to policies and procedures

POLICY

The Mawson Lakes School OSHC Service adheres to the Department for Education's SunSmart protection plan in Terms 1, 3 and 4, whenever UV radiation levels reach 3 or above at other times. A balance of ultraviolet (UV) radiation exposure is important to health. This protection policy encourages children and educators to use sun protection measures- including responsible timing, proper clothing, sunscreen and shade, in working towards a safe outdoor environment.

HOW POLICY WILL BE IMPLEMENTED

Before School Care

Sun protection is not required as the UV radiation levels are rarely above 3 during this time.

After School Care

Sun protection is required during terms one and four, and whenever the UV is 3 and above at other times. Staff are encouraged to access the daily local sun protection times to determine if sun protection measures are required during terms two and three. Vacation Care Sun protection is required for all outdoor activities from 1 August to 30 April and whenever the UV is 3 and above at other times.

CLOTHING

- When attending OSHC, children are asked to wear clothing that covers as much skin as possible. This includes shirts with collars, shirts with elbow-length sleeves, longer style dresses and shorts/skirts. Tops with higher necklines, optional long sleeve shirts made available
- Rash tops and shirts required for outdoor swimming (although all excursions to pools are indoors)
- Families will be advised on enrolment of the requirement to dress students in appropriate sun protective clothing
- Staff will role model appropriate protective clothing when outdoors

SUNSCREEN

- SPF 30 or higher broad spectrum, water resistant sunscreen is available for staff and children's use (or) families are required to provide SPF 30 or higher broad spectrum, water resistant sunscreen for their child's use
- Time is provided to apply sunscreen 20 minutes before going outdoors and re-applied every two hours if remaining outdoors
- Families with children who have naturally very dark skin are encouraged to discuss their vitamin D requirements with their GP or pediatrician
- Families are encouraged to apply sunscreen to their children before arriving at OSHC in Vacation Care
- Children are reminded to apply sunscreen
- Sunscreen is re-applied immediately after perspiring, water based activities, towel drying or being washed off

HATS

- All children are required to wear hats that protect their face, neck and ears e.g. legionnaire, broad brimmed or bucket hats, whenever they are outside. Baseball or peak caps are not acceptable
- If a child does not have a hat, the OSHC will supply one

SHADE/ENVIRONMENT

- A shade 'audit' is conducted to determine the current availability and quality of shade
- OSHC educators ensure there is a sufficient number of shelters, portable shade structures and trees providing shade in the outdoor areas
- The availability of shade is considered when planning excursions and all other outdoor activities
- Where possible during vacation care, outdoor activities are scheduled outside of the peak UV radiation times of the day. A combination of skin protection measures are considered when planning outdoor events e.g. excursions and water based activities
- Children are encouraged to use available areas of shade when outside
- When the UV is 3 and above, lunch and afternoon tea is eaten inside
- Children who do not have appropriate hats or clothing are asked to play in the shade or a suitable area protected from the sun, children will also be able to play inside
- Plant trees for the future and seek funding for additional shade
- If there is inadequate shade for the children to play outside, children will be allowed to play indoors
- Play in shaded areas is encouraged

STAFF WH&S AND ROLE-MODELLING

As part of WHS UV risk controls and role modelling, when the UV is 3 and above staff will:

- Wear sun protective hats, clothing and sunglasses when outside
- Access the SunSmart app or BOM for UV forecasting
- Apply SPF 30 or higher broad spectrum, water resistant sunscreen
- Seek shade whenever possible
- Volunteers and visitors are encouraged to use a combination of sun protection measures e.g. sun protective clothing and hats, sunglasses, sunscreen and shade, when attending activities

CURRICULUM/EDUCATION

- Sun protection is incorporated into educational activities to support children's wellbeing, learning and development
 - Role modelling
 - The sun protection policy is reinforced through staff and children's activities and displays
 - Play and leisure experiences, online interactive activities
 - Sunsmart website resources and intentional teaching
 - Staff and families are regularly provided with information on sun protection through newsletters, noticeboards, Parent App, Skoolbag and the service's website
- Our sunprotection applies to all service activities on and off site

MY TIME OUR PLACE

The sun protection procedure links to the following learning outcomes in the learning framework:

- **Outcome 2: Children are connected with and contribute to their world**
- **Outcome 3: Children have a strong sense of well-being**
- **Outcome 4: Children are confident and involved learners**
- **Outcome 5: Children are effective communicators**

ROLES AND RESPONSIBILITIES

Roles	Responsibilities
Director	<ul style="list-style-type: none"> • Ensure that obligations under the Education and Care Service National Law and National Regulations are met • Take reasonable steps to ensure that the director and educators follow the policy and procedures • Centre-based services; ensure adequate shading over areas for both active and passive outdoor play • Ensure access to an adequate supply of in-date sunscreen for children and educators • Ensure that copies of the policy and procedures are readily accessible to director, educators and families, and available for inspection • Implement the Sun Protection policy and procedures, ensuring that all action plans that are in place are carried out • Monitor the UV daily, identify when and how any sun protection changes need to occur, and communicate this to educators • Promote sun safe practices with all children, families and educators within the service
Educators	<ul style="list-style-type: none"> • Implement the Sun Protection policy and procedures • Monitor the UV 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, artificial surfacing, etc. • Communicate with families about sun safe practices in general and specific expectations within the service (e.g. wearing protective clothing)
Families	<ul style="list-style-type: none"> • 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

The development of the sun protection policy involved children, OSHC/Vacation Care Director, Cancer Council SA, OSHC Educators and our OSHC families.

All policies are reviewed and accepted by the School Principal and the Mawson Lakes School Governing Council.
Policies are reviewed every three years.

NATIONAL QUALITY STANDARDS

The following quality areas link to Sun Protection

Quality Area 1 - Educational Program and Practice

1.1.3 Program learning opportunities

1.2.1 Intentional teaching

Quality Area 2 - Children’s Health & Safety

2.1 Health

2.1.2 Health practices and procedures

2.2 Safety

2.2.1 Supervision

2.2.3 Child protection

Quality Area 3 - Physical Environments

3.1.1 Fit for purpose

3.2.1 Inclusive environments

Quality Area 4 - Staffing Arrangements

4.1 Staffing arrangements

4.1.1 Organisation of educators

4.2.2 Professional standards

Quality Area 5 - Relationships with Children

5.1.2 Dignity and rights of the child

Quality Area 6 - Collaborative Partnerships with Families and Communities

6.1 Supporting relationships with families

6.1.1 Engagement with the service

6.1.2 Parents views are respected

Quality Area 7 - Governance and Leadership

7.1.1 Service philosophy and purpose

7.1.2 Management systems

7.1.3 Roles and responsibilities

7.2.1 Continuous improvements

PRINCIPLES

The following principles link to Sun Protection

Partnership

Critical reflection and ongoing professional learning

Collaborative leadership and teamwork

PRACTICES

The following practices link to Sun Protection

Collaboration with children and young people

Environments

Continuity and transitions

Assessment and evaluation for wellbeing, learning and development

SOURCE

[Sun Protection Policy Guidelines \(acecqa.gov.au\)](https://www.acecqa.gov.au)

[Quality Area 2 – Children's health and safety | ACECQA](#)

[SunSmart: Prevent skin cancer & sunburn this summer - SunSmart](#)