



# SunSAFE Policy

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**Written By:** Kristy Smith  
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**Approved By:** Puckapunya and District Neighbourhood Centre Committee  
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## Purpose

To ensure that all children and staff have a healthy balance of ultraviolet radiation (UV) exposure, so that they are protected from too much UV exposure which can result in sunburn, skin and eye damage and skin cancer and also have enough UV exposure to maintain a healthy intake of Vitamin D required for development and Maintenance of healthy bones and muscles and for general health.

## Policy Statement

This policy applies to the provision of Sun safe procedures and access to minimise the exposure and ultimately reduce a child's lifetime risk of skin cancer.

It pertains to the committee, staff, parents/guardians, children, volunteers and students on placement at Little Footsteps Occasional Care.

## Related Documents

- *Radiation Protection Standard for Occupational Exposure to Ultraviolet Radiation (2006)*, [http://www.arpana.gov.au/pubs/rps/rps12\\_risfinal.pdf](http://www.arpana.gov.au/pubs/rps/rps12_risfinal.pdf)
- National Sun Smart Policy for Schools and Early Childhood Programs (2012) <http://www.cancer.org.au/preventing-cancer/sun-protection/sunsmart-schools/>

## Procedure

- Membership of Sun Smart Victoria will be applied for and kept up to date.
- Staff will be inducted into Sun Smart practices at orientation, ongoing discussion and professional development of Sun Smart procedures and considerations will occur at regular Early Childhood Educator meetings.
- Families will be provided with parent information about Sun Smart practices during orientation into the program, through noticeboard displays, discussion with staff and newsletter articles.
- Sun Smart activities will be included in the early childhood program
- Protection procedures are to be implemented from the beginning of September to the end of April. From May to the end of August (when the UV rating level is under 3) protection measures will not be implemented so that children are able to gain adequate exposure to Vitamin D.
- When outside, children are required to wear loose fitting clothing that covers as much skin as possible. Singlets and strappy dresses are not appropriate.
- **All** children are required to wear hats that protect their face, neck and ears.
- Children without sun protective hats or covering clothing will need to play in an area protected from the sun.
- Children will be encouraged to use available areas of shade for outdoor play activities.

- Parents should apply SPF 30+ broad spectrum water resistant sunscreen to children prior to a session.
- Parents are to provide SPF 30+ broad spectrum water resistant sunscreen for children's reapplication if required (If unhappy with the one provided by the service)
- Sunscreen is applied at least 20 minutes before going outdoors and reapplied every two hours if outdoors.
- An annual shade audit will be conducted by Early Years Educators and Puckapunyal and District Committee using guidelines and tools provided by Sun Smart.

**When enrolling children in Little Footsteps Occasional Care parents will be:**

- Informed of the Sun smart Policy
- Asked to apply and provide sunscreen and a broad brimmed or legionnaires hat for their child/children while in care.
- Encouraged to practice Sun smart behaviour and to reinforce the need for protection from the sun

**Staff will act as role models by:**

- Wearing appropriate hats and clothing outdoors.
- Using a 30+ sunscreen for skin protection.
- Seeking shade whenever possible.