

# NSK and NCC OSHC Sun Protection Policy

<b>Purpose:</b>	The purpose of this policy is to ensure that children attending are appropriately protected from the harmful effects of the sun and that sun protection behaviours are integrated into daily practice.	
<b>Scope:</b>	Children attending the kindergarten service, parents and employees, including full-time, part-time, permanent, fixed-term and casual employees, as well as contractors, volunteers and people undertaking work experience or vocational placements.	
<b>Status:</b>	Approved	<b>Supersedes:</b> NSK Physical Environment (Workplace Safety, Learning and Administrations) Policy.
<b>Authorised by:</b>	NSK and NCC OSHC Board	<b>Date of Authorisation:</b> 13 Jun 2018
<b>References:</b>	<ul style="list-style-type: none"> <li>• <u><i>Education and Care Services National Law (Queensland)</i></u>: Section 51(1)(a); 167</li> <li>• <u><i>Education and Care Services National Regulations</i></u>: Regulations 114, 168(2)(a)(v)</li> <li>• <u><i>National Quality Standard</i></u>: Standard 2.2 – Element 2.2.1; 3.1 – Element 3.1.1</li> <li>• <u>Cancer Council Queensland</u></li> <li>• <u>Cancer Council Queensland ECC Sun Smart Policy</u></li> <li>• <u>Guide to the National Quality Framework</u></li> <li>• <u><a href="http://www.sunsafety.qld.gov.au">www.sunsafety.qld.gov.au</a></u></li> </ul>	
<b>Review Date:</b>	Every two years	<b>Next Review Date:</b> 2020
<b>Policy Owner:</b>	Emma Thomas and Rachel Moore	

## Policy Statement

*Research indicates that childhood sun exposure is an important contributing factor to the development of skin cancer later in life. Given that children are in childcare during peak ultraviolet radiation (UVR) times throughout the day, early childhood environments play a major role in both minimising children's UVR exposure and providing an environment where policies and procedures can positively influence long-term behaviour. (Cancer Council Queensland)*

Queensland has the highest rate of skin cancer in the world. The Cancer Council advises that it is the most common form of cancer in Australia, affecting all age groups. Cumulative exposure to the sun results in skin damage such as sunspots, moles, freckles, blemishes, premature aging and skin cancer so most skin damage and skin cancer is preventable. Winter sun also contributes to sun damage.

Next Steps Kindy and Northside Christian College Outside School Hours Care recognises the importance of the health and safety of the children in our care and is committed to providing a safe and accountable procedure for sun protection of these children.

NSK and NCC OSHC Sun Protection Policy demonstrates our commitment to ensuring that all our children are protected from the harmful effects of the UV radiation/the sun throughout the year and ensures sun protection behaviours are integrated into our daily planning and activities.

Our status as a member of the Cancer Council's SunSmart Early Childhood Centre Program further demonstrates our commitment to the health of our service's community.

NSK and NCC OSHC will:

- Ensure provision and maintenance of adequate, variable and quality shaded areas
- Ensure that children and employees wear sun protective hats
- Where possible, plan outdoor daily activities outside of peak UV times
- Set up outdoor play activities in shaded areas and encourage our children to use these areas
- Require children and employees to wear sun protective clothing, such as tops with sleeves
- Ensure the use of SPF 30+, or higher, broad spectrum, water resistant sunscreen
- Support the wearing of sunglasses by children and employees
- Include learning activities that promote sun protection

## Definitions

Hats:

- Next Steps Kindy - Bucket Hat
- Prep-Year 2 - NCC 'Legionnaire' Hat
- Years 3-6 - NCC 'Wonder Hat'
- NCC Bucket Hat may only be worn with the Sports Uniform.

Sun Safe Clothing:

- Next Steps Kindy Shirt or School uniform

Sunscreen:

- 30+ waterproof sunscreen

## **Responsibilities**

### **NSK and NCC OSHC**

NSK and NCC OSHC has the following role and responsibilities:

- Embed sun safe practices in the service's daily routine and remain aware of current views about sun safe practices in relation to children's health safety and welfare
- Ensure procedures are in place to support sun safe behaviours by children, families, employees and visitors
- Consider shade availability and sun safe practice when planning outdoor events and excursions
- Ensure parents/carers have indicated on Enrolment form, any allergies or cultural requirements that may affect sun safe behaviours
- Make available SPF 30 or higher sunscreen
- When needed, request families provide appropriate sunscreen for their individual children (eg. Allergies)
- Address needs of parents of culturally and linguistically diverse backgrounds and their children to ensure sun safety is understood and alternatives provided if necessary.
- Regularly consult and communicate with families regarding the Sun Protection Policy and Sun Safe Procedures and provide ongoing sun protection education
- Ensure educators receive appropriate information and training to fulfil their roles effectively with regards to sun protection and sun safe practice

### **Educators**

Educators of NSK and NCC OSHC have the following role and responsibilities:

- Be aware of and act in accordance with NSK and NCC OSHC Sun Protection Policy, sun safe procedures and practices
- Model and demonstrate sun safe behaviour
- Encourage children to use available shade

### **Families**

Families at NSK and NCC OSHC have the following role and responsibilities:

- Be aware of and act in accordance with NSK and NCC OSHC's Sun Protection Policy, sun safe procedures and practices
- Provide accurate and up to date information on their child's enrolment form
- Comply with the service sunscreen application recording procedure.

## **Implementation**

NSK and NCC OSHC will implement the following measures in order to ensure children and employees are protected adequately from the sun, and that sun safe behaviours are embedded into everyday practice:

- Awareness - regularly raise awareness of all aspects of sun protection, including the development and implementation of this Policy
- Training – provide educators with access to appropriate training and up to date information on sun protection and sun safe practices
- Record keeping, monitoring, reporting – keep appropriate records, monitor and report on sun safe practice within the service in line with the service’s sun safe procedures and health and hygiene procedures.

### **Compliance and Monitoring**

In line with the *Education and Care Service National Regulations*, <<ECEC Service Name>> will ensure that:

- Copies of this policy and any related procedures are readily accessible and available for inspection by the Nominated Supervisor, employees and families, and
- Parents of children enrolled at the service are notified at least 14 days before the service makes any change to a policy or procedure that may have a significant impact on the service’s provision of education and care to any child enrolled at the service or the family’s ability to utilise the service