**Canossa Kindergarten**

**Background**

Australia has the highest incidence of skin cancer in the world. Of all new incidents of cancer diagnosed in Australia each year, 80 per cent are skin cancers. Given that children in childcare attend during peak ultraviolet radiation (UVR) times and that they spend much of their day outdoors, childcare has a major role in minimising children’s UVR exposure. Further, childcare provides the ideal opportunity to instil in children long-term positive SunSmart habits.

**Policy statement**

The Service takes every reasonable precaution to protect children and staff from the harmful effects of exposure to the sun while they are at the Service or at any event organised by the Service.

The *Sun Protection Policy* is consistent with the Cancer Council’s SunSmart recommendations for outdoor environments, clothing, sunscreen, scheduling of activities, and ongoing education for the children, families and staff at the Service.

**Strategies and practices**

* The *Sun Protection Policy* is explained to parents when they enrol their child in the Service, and their attention is specifically drawn to their responsibilities under this Policy. The *Sun Protection Policy* is also included in the Parent Handbook given to all parents.

* The sun safety message is promoted and positively reinforced amongst families through notice boards, newsletters, information nights, educator-parent meetings, the website and providing them with up-to-date SunSmart materials.
* Educators promote sun safety awareness in children by including it in daily routines and intentional teaching such as role-modeling, discussions, songs, stories, games, and SunSmart resources (for older children).
* The Service’s outdoor playground is adequately shaded. The built and natural shade features are continuously evaluated for effectiveness and, if required, additional shade structures are built and trees planted.
* Children play outdoors at the discretion of the educators who take into account the weather and are guided by the routines and children’s interests.
* Before 10am and after 2pm (11.00 am and after 3.00 pm during daylight saving time), educators set up activities in the shade, wherever possible, and actively encourage children to play in the shade. At times when the weather becomes too hot, educators move play to protected and shady areas, such as verandahs, or inside.
* Between 10am and 2pm (11.00 am and 3.00 pm during daylight saving time), planned outdoor activities and events are minimised, and take place only in the shade.
* Wherever possible, excursions to outdoor areas occur before 10am and after 2pm (11.00 am and after 3.00 pm during daylight saving time). Refer to the Service’s *Excursion Policy*.
* All staff model positive SunSmart behaviour to the children by:
	+ wearing broad-brimmed or legionnaire styled hats and appropriate clothing for all outdoor activities
	+ using SPF 30+ broad-spectrum, water resistant sunscreen
	+ seeking shade whenever possible
	+ wearing sunglasses that meet the Australian Standard (AS/NZS1067:2003).
* The Service supplies 30+ broad-spectrum waterproof sunscreen for children and staff. The sunscreen is available in each room and in the outdoor play area. Parents are advised upon enrolment about the use and brand of sunscreen, and receive a reminder annually. Parents are required to notify the Service in writing if their child is allergic to sunscreen, and to supply an alternative clearly labeled with the child’s name.
* Educators ensure that all children wear a broad-brimmed hat, legionnaire style hat, or bucket hat with a deep crown that provides sun protection for the face, neck and ears when outside.
* Any child who has not brought an appropriate hat is expected to use one from the Service’s set of spares kept for the purpose, or to play in the shade. If the spare hat and clothes supply is exhausted, the children without hats will be required to play indoors or in shaded areas.
* Educators ensure children wear clothes with adequate protection from UVR when playing outdoors. Any child who does not have suitable clothing is expected to wear clothing from the Service’s set of spares kept for the purpose, or to play in the shade. Also if the spare clothes supply is exhausted, the children without suitable clothing will be required to play indoors or in shaded areas. The Cancer Council recommends loose fitting clothes with collars and sleeves, closely woven natural fibre fabric, and of a dark colour.
* Water is offered to children frequently throughout the day regardless of whether they are indoors or outdoors.

* Parents are asked to liberally apply a 30+ broad-spectrum water resistant sunscreen to all exposed areas of their children’s skin on arrival at the Service, and to initial the Sunscreen Application Chart to that effect.
* Educators liberally apply broad spectrum sunscreen with an SPF of 30+ to all exposed areas of children’s skin 15-20 minutes before the children go outside, and initial the Sunscreen Application Chart to that effect.
* Educators reapply sunscreen every two hours if children are outdoors for a prolonged period, or more frequently if the children are perspiring or involved with water play. Older children apply their own sunscreen under supervision.
* If parents supply their child with sunglasses that are wrap-around and/or are close fitting (that meet AS 1067-EPF 10 is best), educators will ensure children wear them during outdoor play.
* Educators are kept up-to-date with SunSmart recommendations.

**Responsibilities of parents**

* To apply sunscreen to their child on arrival at the Service, and to sign the Sunscreen Application Chart to that effect.
* To provide a SunSmart hat for their child each time their child attends the Service, and to ensure the hat is clearly named and kept clean.

* To dress their child in SunSmart clothing, including spares, each time the child attends the Service.
* To model positive SunSmart behaviour to the children when at the Service.
* To notify the Service in writing if their child is allergic to sunscreen, and to supply an alternative sunscreen clearly labeled with the child’s name.

**Procedures and forms**

* No Hat Wrist Band
* Sunscreen Application Chart

**Links to other policies**

* Clothing Policy
* Educational Program Policy
* Enrolment and Orientation Policy
* Excursion Policy

**Links Education and Care Services National Regulations 2011, National Quality Standard 2011**

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| Regs | 114 | Outdoor shade |
|  | 168 | Policies and procedures |

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| QA | 2.1.1 | Each child’s wellbeing and comfort is provided for, including appropriate opportunities to meet each child’s need for sleep, rest and relaxation |
|  | 2.1.2 | Effective illness and injury management and hygiene practices are promoted and implemented |
|  | 2.1.3 | Healthy eating and physical activity are promoted and appropriate for each child |
|  | 2.2.1 | At all times, reasonable precautions and adequate supervision ensure children are protected from harm and hazard |
|  | 3.1.1 | Outdoor and indoor spaces, buildings, fixtures and fittings are suitable for their purpose, including supporting the access of every child |
|  | 4.2.2 | Professional standards guide practice, interactions and relationships |
|  | 6.1.1 | The expertise, culture, values and beliefs of families are respected and families share in decision-making about their child’s learning and wellbeing |
|  | 7.2.3 | Educators, co-ordinators and staff members’ performance is regularly evaluated, and individual plans are in place to support learning and development |

**Sources**

* Education and Care Services National Regulations 2011
* Guide to the National Quality Standard 2011
* Shaw, M. (2011). *Keeping sun safe in child care.* <http://ncac.acecqa.gov.au/educator-resources/pcf-articles/KeepingSunSafeMar2011.pdf> accessed 23 December 2017

**Further reading and useful websites**

* Cancer Council Australia – [http://www.cancer.org.au](http://www.cancer.org.au/) accessed 23 December 2017
* Cancer Council South Australia. (2015). *SunSmart Early Childhood Policy Guidelines.* <https://www.cancersa.org.au/assets/images/SunSmart/PAP%20SS%20ECH%20policy%20guidelines%202016.pdf> accessed 23 December 2017
* Cancer Council Queensland – <https://cancerqld.org.au/> accessed 23 December 2017
* Queensland Health. (2017). Sun safety in Queensland. <https://www.health.qld.gov.au/public-health/industry-environment/environment-land-water/shade/sun/sun-safety> accessed 23 December 2017
* Cancer Council Queensland – National SunSmart Program. <https://cancerqld.org.au/cancer-prevention/programs-resources/national-sunsmart-program/> accessed 23 December 2017
* Sunsmart Victoria – [http://www.sunsmart.com.au](http://www.sunsmart.com.au/) accessed 23 December 2017

**Policy review**

The Service encourages staff and parents to be actively involved in the annual review of each of its policies and procedures. In addition, the Service will accommodate any new legislative changes as they occur and any issues identified as part the Service’s commitment to quality improvement. The Service consults with relevant recognised authorities as part of the annual review to ensure the policy contents are consistent with current research and contemporary views on best practice.

**Version Control**

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| **Version** | **Date Reviewed** | **Approved By** | **Comments/Amendments** | **Next Review Date** |
| 1 | 8 January 2018 | Dr Brenda Abbey (Author) | Updated to changed NQF requirements 1 February 2018. Service to modify policies to its specific needs.  |  |