

Sample SunSmart policy for OSHC services



Services are welcome to copy this SunSmart policy directly and use it as their own or incorporate all of the main points into their own SunSmart policy.

< Service >'s SUNSMART policy

This policy applies to all service events on and off site.

Rationale

A healthy balance of ultraviolet radiation (UV) exposure is important for health. Too much of the sun's UV can cause sunburn, skin and eye damage and skin cancer. Overexposure to UV during childhood and adolescence is a major factor in determining future skin cancer risk. Too little UV from the sun can lead to low vitamin D levels. Vitamin D is necessary for the development and maintenance of healthy bones and muscles, and for general health.

Objectives

This SunSmart Policy has been developed to:

- Ensure all children and staff maintain a healthy UV exposure balance.
- Encourage all children and staff to use a combination of sun protection measures whenever UV Index levels reach 3 and above.
- Work towards a safe service environment that provides shade for children and staff at appropriate times.
- Assist children to be responsible for their own sun protection.
- Ensure that families and new staff are informed of the service's SunSmart policy.

Staff are encouraged to access the daily SunSmart UV Alert at sunsmart.com.au to find out daily sun protection times to assist with the implementation of this policy.

From September to April in Victoria

When average UV Index levels reach 3 and above, a combination of sun protection measures are used whenever outdoors including:

1. Shade

- Management makes sure there is a sufficient number of shelters and trees providing shade in the outdoor area.
- The availability of shade is considered when planning excursions and all other outdoor activities.
- Children are encouraged to use available areas of shade when outside.
- Children who do not have appropriate hats or outdoor clothing are asked to play in the shade or a suitable area protected from the sun.

2. Clothing

- When outside, children are required to wear clothing that covers as much skin as possible. Tops with elbow length sleeves, and if possible, collars and knee length or longer style shorts and skirts are best. Rash vests or t-shirts are also required for outdoor swimming.

3. Hats

- Children are required to wear hats that protect their face, neck and ears, i.e. legionnaire, broad brimmed or bucket hats, whenever they are outside.

4. Sunglasses [SUGGESTED]

- Children are encouraged to wear close fitting, wrap-around sunglasses that meet the Australian Standard 1067 (Sunglasses: Category 2, 3 or 4) and cover as much of the eye area as possible.

5. Sunscreen

- SPF 30+ broad spectrum, water resistant sunscreen is available for children's use.
- Sunscreen is applied at least 20 minutes before going outdoors and reapplied every two hours if outdoors.
- Strategies are in place to remind children to apply sunscreen before going outdoors (e.g. reminder notices, sunscreen monitors, sunscreen buddies).
- With parental consent, children with naturally very dark skin are not required to wear sunscreen.

From May to August in Victoria

When average UV Index levels are below 3, sun protection measures are not used from May until August unless near highly reflective surfaces such as snow, outside for extended periods or when UV levels reach 3 and above.

Staff OHS and Role modelling

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

- wear sun protective hats, clothing and sunglasses when outside
- apply SPF 30+ broad spectrum, water resistant sunscreen
- seek shade whenever possible

Families and visitors are encouraged to use a combination of sun protection measures (sun protective clothing and hats, sunglasses, sunscreen and shade) when participating in and attending outdoor activities.

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Communication

Our service:

- Displays the SunSmart policy for parents / carers, and discusses it with the children
- Regularly reinforces SunSmart behaviour through correspondence with families via the notice board and displays, and through children and staff activities
- Ensures information about the SunSmart policy is included in parent handbooks and other important documentation sent to families

Review

- The policy is regularly monitored and reviewed (at least once every three years) and revised when required.

Next policy review:

Relevant Documents / Links

- Children's Services Regulations (2009): Section 97, Outdoor space (1c)
- National Early Years Learning Framework (EYLF)
- DEECD School Policy & Advisory Guide (SPAG) Sun & UV protection (2011)
- Victorian Early Years Learning and Development Framework (VEYLDF)
- Building Quality Standards Handbook (BQSH): Section 7.5.5 Shade Areas
- Education and Training Parliamentary Committee Inquiry into Dress Codes and School Uniforms in Victorian Schools -Government Response
- Occupational Health and Safety Act 2004 Sections 21 and 23: Main Duties of Employers Section 25: Duties of Employees
- Radiation Protection Standard for Occupational Exposure to Ultraviolet Radiation (2006) ARPANSA Radiation Protection Series No. 12
- Safe Work Australia: Guidance Note for the Protection of Workers from the Ultraviolet Radiation in Sunlight

Relevant resources

- *SunSmart information* – includes sample family notes, and information in different languages. sunsmart.com.au/
- *Create your own SunSmart poster*. online SunSmart poster templates where children choose the scene, text, upload an image of their own face to place into the scene and print off their very own poster with them as the SunSmart star.

There are sun protection, vitamin D and snow posters to choose from

www.sunsmart.com.au/createposter

- *SunSmart Millionaire*: How SunSmart are you? An innovative online game-based resource for year 5–7 children that promotes the science behind the SunSmart message. Visit www.sunsmartmillionaire.com.au/
- *SunSmart Countdown*: song and associated activities sunsmart.com.au/protecting_others/at_school/sun_smart_countdown
- *Generation SunSmart*: fun and interactive online sun protection modules for teachers – assists with professional learning requirements - school nurses and year 6 - 9 children. Visit generationsunsmart.com.au
- *Be SunSmart, Play SunSmart* by Anne Stonehouse (PDF and booklet) Includes suggested play experiences to help encourage children to play the SunSmart way. It incorporates concepts from the Early Years Learning Framework (EYLF) and the Victorian Early Years Learning and Development Framework. www.sunsmart.com.au/downloads/resources/booklets/be_sunsmart_play_sunsmart.pdf
- *SunSmart iPhone app*
The new user-friendly SunSmart app lets you know when you do and don't need sun protection. You can find out the weather, temperature, UV level and sun protection times for the day anywhere in Australia. The app also offers a reminder function that alerts the user of their daily sun protection needs and when it's safe to get some sun for vitamin D. It is available to download for free from the iTunes app store.
- *SunSmart UV Alert widget*
Your service can now have its very own SunSmart Alert widget on your website- to find out the weather forecast and predicted UV levels and times to use sun protection each day or you can just add SunSmart to your web favourites. Available from sunsmart.com.au/
- *Heat and UV Guide*
This guide provides some key information to deal with heat and UV. www.sunsmart.com.au/downloads/Protecting_others/Heat_and_uv_guide.pdf

This information is based on current available evidence at the time of review. It can be photocopied for distribution. Latest update: September 2011

