








## Outside School Care NT

### OSC-NT.31 – SunSmart Policy

<b>Policy Description</b>	Outside School Care NT's SunSmart policy has been developed to ensure that all children and staff are protected from damaging levels of ultraviolet (UV) radiation from the sun.
<b>Key Points</b>	<p>This policy is followed all year round in the Territory as the UV radiation levels are always high, very high or extreme during peak UV periods (10am – 3pm). The policy incorporates OSHC and vacation care programs if held on centre grounds.</p> <p>Staff will act as role models in line with the SunSmart program role modelling requirements and OHS standards. Staff are required to adopt all protective measures put in place by their employer as part of employee OHS responsibilities.</p> <p>All children and staff use a combination of sun protection measures throughout the day to ensure they are all protected. Particular care is taken between 10 am and 3pm when UV levels reach their peak.</p>
<b>1.0 Shade</b>	<p>The Director makes sure there is a sufficient number of shelters and trees providing shade in the centre grounds.</p> <p>The availability of shade is considered when planning excursions and outdoor activities.</p> <p>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 indoors.</p>
<b>2.0 Clothing</b>	When outside, children are required to wear loose fitting clothing that covers as much skin as possible. All clothing is required to have sleeves extending as close to the elbow as possible, collars to protect the neck and longer style shorts and skirts extending as close to the knee as possible. (Please note: Singlet tops and cap sleeves do not offer enough protection and are therefore not accepted.)
<b>3.0 Hats</b>	Children are also required to wear hats that protect their face, neck and ears, i.e. legionnaire, broad-brimmed or bucket hats. (Please note: Baseball caps do not offer enough protection and are therefore not accepted.)
<b>4.0 Sunglasses</b>	Children and staff 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.
<b>5.0 Sunscreen</b>	SPF 30+, broad spectrum, water resistant sunscreen is available for staff and children's use. Sunscreen is applied at least 20 minutes before going outdoors and reapplied every two hours. It is not used to extend time outside.
<b>6.0 Role modelling</b>	<p>Staff act as role models by:</p> <ul style="list-style-type: none"> <li>• wearing sun protective hats (broad brimmed, bucket or legionnaire hats), clothing, and sunglasses when outside (please note that baseball caps are not considered sun protective).</li> <li>• applying SPF 30+ broad spectrum, water resistant sunscreen</li> <li>• seeking shade whenever possible</li> </ul>

	<p>All staff will follow the following sunsafe procedures in order roll model good sun safe practises.</p> <p style="text-align: center;"> <b>Slip</b>      <b>Slop</b>      <b>Slap</b>      <b>Seek</b>      <b>Slide</b> </p> <p style="text-align: center;">      </p>
<p><b>7.0 Sharing information</b></p>	<ul style="list-style-type: none"> <li>• The children learn about skin and ways to protect their skin from the sun.</li> <li>• The sun protection policy is reinforced through staff and children's activities, and centre / pre-school displays.</li> <li>• Staff and families are provided with information on sun protection through family newsletters, noticeboards and meetings.</li> </ul>
<p><b>8.0 Enrolment and Orientation</b></p>	<p>As part of the enrolment and orientation process families are :</p> <ul style="list-style-type: none"> <li>• Informed of the service' sun protection policy</li> <li>• Asked to provide a suitable hat for their child</li> <li>• Asked to provide SPF 30+, broad spectrum, water resistant sunscreen for their child</li> <li>• Required to give permission for staff to apply sunscreen to their child</li> <li>• Encouraged to practice SunSmart behaviours themselves when at the service</li> </ul>
<p><b>Related Policy and Procedures, Forms and Checklists:</b></p>	<p>Sunscreen checklist Enrolment and Orientation Policy</p>
<p><b>Specific Information for Parents:</b></p>	
<p>Sources/References:</p>	<ol style="list-style-type: none"> <li>1. <a href="http://www.cancercouncilnt.com.au/Sunsmart/SSEarlyChildhood.htm">http://www.cancercouncilnt.com.au/Sunsmart/SSEarlyChildhood.htm</a></li> <li>2. Education and Care National Amendment Regulations 2017, regulations 114, 168(2)(a)(ii),</li> <li>3. National Quality Standards February 2018, standards 2..1, 2.1.3, 2.2, 2.2.1, 2.3, 3.1, 3.1.1,</li> <li>4. <a href="https://www.australiawidefirstaid.com.au/how-to-be-sun-smart/">https://www.australiawidefirstaid.com.au/how-to-be-sun-smart/</a></li> </ol>
<p>Version Control/Updates:</p>	<p>Version: 2.0 December 2013 To be reviewed and updated by: June 2014</p> <p>Version: 3.0 November 2017 To e reviewed and updated by: November 2018</p>