

SUN PROTECTION POLICY



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POLICY STATEMENT

We are committed to providing children with a safe environment that provides shade and other sun protection to support their learning and opportunities for play.

BACKGROUND

The Education and Care Services National Regulations require policies and procedures in place in relation to sun protection.

Policy Sponsor: Governance and Performance

Document Type: Policy

Applicable To: Catholic Early EdCare

Approved By: Director, Catholic Early EdCare

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LEGISLATIVE REQUIREMENTS

Education and Care Services National Regulations

Section 167	Offence relating to protection of children from harm and hazards
Reg 100	Risk assessment must be conducted before excursion
Reg 101	Conduct of risk assessment for excursion
Reg 113	Outdoor space – natural environment
Reg 114	Outdoor space – shade
Reg 168	Education and care services must have policies and procedures
Reg 170	Policies and procedures to be followed
Reg 171	Policies and procedures to be kept available
Reg 172	Notification of change to policies or procedures

Work Health and Safety Act 2011

Work Health and Safety - Codes of Practice

- Managing the work environment and facilities (2021)

National Quality Standard		
Quality Area 2	Children's Health and Safety	
Standard 2.1	Health	Each child's health and physical activity is supported and promoted.
Element 2.1.2	Health practices and procedures	Effective illness and injury management and hygiene practices are promoted and implemented.
Standard 2.2	Safety	Each child is protected.
Element 2.2.1	Supervision	At all times, reasonable precautions and adequate supervision ensure children are protected from harm and hazard
Quality Area 3	Staffing Physical Environment	
Standard 3.1	Design	The design of the facilities is appropriate for the operation of a service.
Element 3.1.1	Fit for purpose	Outdoor and indoor spaces, buildings, fixtures and fittings are suitable for their purpose, including supporting the access of every child.
Standard 3.2	Use	The service environment is inclusive, promotes competence and supports exploration and play-based learning.
Element 3.2.1	Inclusive environment	Outdoor and indoor spaces are organised and adapted to support every child's participation and to engage every child in quality experiences in both built and natural environments.

Quality Area 5	Relationships With Children	
Quality Area 6	Collaborative Partnerships with Families and Communities	
Standard 6.1	Supportive relationships with families	Respectful relationships with families are developed and maintained and families are supported in their parenting role.
Element 6.1.3	Families are supported	Current information is available to families about the service and relevant community services and resources to support parenting and family wellbeing.
Quality Area 7	Governance and Leadership	
Standard 7.1	Governance	Governance supports the operation of a quality service.
Element 7.1.2	Management systems	Systems are in place to manage risk and enable the effective management and operation of a quality service.



PRINCIPLES

- We prioritise children’s safety, health and wellbeing through daily sun protection habits, minimising UV exposure, and implementing policies and procedures to protect children from UV radiation from the sun.
- We ensure outdoor environments offer options for shade, and that other sun protection measures are implemented by educators, as outdoor play experiences are important for children’s healthy growth, learning, wellbeing and development.
- We view families as valuable partners in promoting sun protection, and create environments where families are encouraged to provide sunscreen for their child, or to use service provided sunscreen to support sun protection habits on arrival at the service.
- We recognise children view educators as role models who can play a key role in positively influencing sun safe behaviour. Educators will incorporate sun protection awareness into the program and model sun safe practices.
- We ensure we meet all legislative requirements and obligations under the Education and Care Services National Law and National Regulations.
- We prioritise good governance and quality management by supporting Service Leaders and staff with policies, procedures, and guidelines which clearly outline their roles and responsibilities, focusing on quality outcomes for children.
- We embrace the learnings from Catholic Social Teachings and support families in kind and respectful ways when resolving understandings and compliance with our policies and procedures.

KEY TERMS

Term	Meaning	Source
ACECQA	Australian Children's Education and Care Quality Authority. The independent national authority that works with all regulatory authorities to administer the National Quality Framework, including the provision of guidance, resources and services to support the sector to improve outcomes for children.	Guide to the NQF
Approved Provider	Approved Provider is a person who holds a provider approval. A provider approval authorises a person to apply for one or more service approvals and is valid in all jurisdictions.	Childcare Provider Handbook
Educator	An individual who provides education and care for children as part of an education and care service.	Guide to the NQF
Heat Discomfort	Factors which cause discomfort without having adverse health effects	Queensland Health
Heat Exhaustion	The result of excessive loss of body fluid through perspiration. Symptoms of heat exhaustion include but is not limited to fatigue, nausea, dizziness, headaches and clammy skin.	
Heat Strain	A series of physical responses to heat. This may vary from discomfort to heat exhaustion and heat stroke.	
Heat Stress	The combination of environmental and physical factors which combine to provide a heat load on the body.	
Heat Stroke	Develops when the body loses its ability to sweat and is unable to cool down. Body temperature rises to 41C or higher. This can occur rapidly over a period of just 10-15 minutes. Early recognition and medical attention are essential. Signs and symptoms include confusion, irritability, seizures and hot dry skin	
Nominated Supervisor	A person who is nominated by the approved provider of the service to be a nominated supervisor of that service and, unless the individual is the approved provider, has provided written consent to that nomination	Guide to the NQF
Risk Assessment	A systematic process of evaluating the potential likelihood and consequences of risks that may be involved in a projected activity or undertaking.	ACECQA

Term	Meaning	Source
Responsible Person	<p>An individual who is physically present and is responsible for the operation of a centre-based service for an agreed period of time. A responsible person must be present at all times that the approved service operates and can be:</p> <ul style="list-style-type: none"> • The approved provider or a person with management or control of the service; • A nominated supervisor of the service; or • A person placed in day-to-day charge of the service in accordance with the National Regulations 	Guide to the NQF
Shade	Shade can be natural (trees, shrubs or shadow cast from nearby buildings), built (pergola, shade sails, etc.), portable (shade umbrellas, marquees, etc.) or a combination of these.	
Staff Member	Any individual (other than a nominated supervisor or a volunteer) employed, appointed or engaged to work in or as part of an education and care service	Guide to the NQF
Sun Protection Times	Sun protection measures are recommended when the UVI is 3 and above.	Bureau of Meteorology
Sun Protection Factor (SPF)	The Australian standard for sunscreen, the SPF indicates the level of protection provided against UVR.	ARPANSA
Ultraviolet Index (UVI)	<p>A measure of the level of UVR. The higher the UVI, the greater the potential for damage to the skin and eyes, and the less time it takes for harm to occur. Sun protection measures are recommended when the UVI is 3 and above.</p> <p>UV Index values:</p> <ul style="list-style-type: none"> • 0-2 LOW CATEGORY: No protection required, except if you have very fair skin. Use sunglasses and sunscreen. • 3-5 MODERATE CATEGORY: Protect yourself in 5 ways. • 6-7 HIGH CATEGORY: Protect yourself in 5 ways. • 8-10 VERY HIGH CATEGORY: Protect yourself in 5 ways and try to reschedule your outside activities outside peak UV times. • 11+ EXTREME CATEGORY: Protect yourself in 5 ways and try to reschedule your outside activities outside peak UV times. 	Bureau of Meteorology

Term	Meaning	Source
<p>Ultraviolet Radiation (UVR)</p>	<p>Ultraviolet radiation (UVR) is the part of sunlight that causes skin damage and can lead to the development of skin cancer. UVR is not related to light or temperature, so you cannot see or feel it. It can be reflected by light and shiny surfaces such as sand, snow, concrete and water, and is present even on cloudy days. Heavy clouds may decrease UVR, however scattered clouds have little or no effect on UVR levels.</p> <p>There are several main types of UVR:</p> <ul style="list-style-type: none"> • UVA causes aging and wrinkling. • UVB causes sunburning and skin cancer risk. • UVC does not reach the earth’s surface but can be produced artificially (e.g. welding equipment). <p>Overexposure to UVR can cause:</p> <ul style="list-style-type: none"> • Sunburn • Sunspots • Skin Cancer 	<p>ARPANSA</p>



LINKS TO OTHER POLICIES AND DOCUMENTS

- [Providing a Child Safe Environment Policy](#)
- [Providing a Child Safe Environment Procedure](#)
- [Administering First Aid to Children Policy](#)
- [Administering First Aid to Children Procedure](#)
- Water Safety Policy
- Water Safety Procedure
- [Incursions, Excursions and Regular Outings Policy](#)
- [Incursions, Excursions and Regular Outings Procedure](#)
- Interactions with Children Policy
- Interactions with Children Policy
- [Enrolment, Orientation, and Booking Policy](#)
- [Enrolment, Orientation, and Booking Procedure](#)
- Governance and Service Management Policy
- Governance and Service Management Procedure
- [Performance Standards](#)
- [AOB Dress Standards](#)
- [Cancer Council Queensland - Correct Sunscreen Application](#)
- [Cancer Council Queensland – Sun Protection](#)
- [Queensland Health – Early Childhood Sun Safety](#)
- [WorkSafe QLD – Sun Safety and Skin Cancer](#)
- [Protecting Children from Burns and Scalds in the Playground](#)
- [Sun protection at your child’s service - what to expect](#)

INDUCTION AND ONGOING TRAINING

This policy will be available on the Archdiocesan Intranet (AI) and the Catholic Early EdCare website. Service Leaders and Managers are responsible for ensuring staff are able to access policies and supporting documents. All staff are responsible for understanding and complying with this policy. Educators and families are able to access this policy on the Catholic Early EdCare website.

- Educators and families will be invited to participate in the review of this policy.
- Families will be able to access a copy of this policy during the enrolment process.
- Summary information will be included in the CEEC information handbooks.
- Changes to this document will be shared with families and educators.
- Ongoing training opportunities for educators will be provided using a range of learning platforms.

Please contact the Policy Sponsor for further interpretation of this policy.

MONITORING EVALUATION AND REVIEW

Monitoring of compliance with this policy and the related procedure will be completed by the Governance and Performance team.

The review process for this policy will begin 8 (eight) weeks prior to the stated review date and include a consultation period with families, educators, Catholic Early EdCare team and any other relevant stakeholders and will be facilitated by the Research and Policy Officer.

Communication about any changes in or review of the policy, procedure or related supporting documents will be provided to Catholic Early EdCare team, Service Leaders, educators and families once finalised.

Breaches of this policy will be dealt with under Centacare's misconduct provisions, as stated in the Employment Guidelines Code of Conduct.

