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Elizabeth North Preschool

Sun Smart and Hot Weather Procedure

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This Procedure applies to all preschool events and is in accordance with the Cancer Council SA's *Sun Smart early childhood policy guidelines* [SS ECC Policy Guidelines.pdf \(cancersa.org.au\)](#).

National Quality Standards

QA1	Educational program and practice
QA2	Children's health and safety
QA3	Physical environment
QA5	Relationships with children
QA6	Collaborative partnerships with families and communities
QA7	Governance and leadership

Legislative requirements

Section	167	Offence relating to protection of children from harms and hazards
	168	Education and care services must have policies and procedures
Education and Care Services National Regulations (2011 SI 653) - NSW Legislation		
Regs	100	Risk assessment must be conducted before an excursion
	113	Outdoor space - natural environment
	114	Outdoor space - shade
	168(2)(a)(ii)	Education and care service must have policies and procedures – Sun Protection
	170	Policies and procedures to be followed
	171	Policies and procedures to be kept available
	172	Notification of change to policies or procedures
Work Health and Safety Act 2012 South Australian Legislation		

Early Years Learning Framework

LO1	Children feel safe, secure and supported; Educators will promote and support the education of sun safe practices at all times.
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Procedure Statement

Staff at Elizabeth North Preschool aim to protect the health, safety and wellbeing of each child at all times, which includes ensuring the implementation of clear policies and procedures in relation to sun safety and hot weather.

Rationale

A balance of ultraviolet (UV) radiation exposure is important for health. Too much of the sun's UV radiation can cause sunburn, skin and eye damage and skin cancer. Sun exposure during childhood and adolescence is a major factor in determining future skin cancer risk.

Too little UV radiation from the sun can lead to low vitamin D levels. Vitamin D is essential for healthy bones and muscles, and for general health. Sensible sun protection when UV is 3 and above does not put people at risk of vitamin D deficiency.

Objective

This Sun Smart procedure has been developed to:

- encourage children and staff to use a combination of sun protection measures whenever UV Index levels reach 3 and above
- work towards a safe outdoor environment

- that provides shade for children and staff at appropriate times
- assist children to be responsible for their own sun protection
- ensure families and new staff are informed of the centre's Sun Protection policy.

Hot Weather Procedure

Hot Weather

We are aware that children are at greater risk of suffering from heat illness than adults. Staff will ensure that children are protected from harm caused by exposure to heat both from air temperature and relative humidity levels.

- Children will have the opportunity for indoor and outdoor play.
- Drinking water is easily accessible for children indoors and outdoors. Staff will frequently encourage children to drink water as appropriate.
- Families are encouraged to pack food in insulated containers with a freezer brick or frozen water. Lunches are stored inside where it is cool. The fridge is available for storage as necessary.

Equipment and Hot Weather

When exposed to direct sunlight in hot weather some surfaces and environments can become unsafe for children. These include artificial grass/turf, plastic and metal play equipment, rubber (e.g. tyres and impact-attenuating surfaces) and soft fall mats. To identify potential hazards and minimise risk to children of serious injuries, such as burns, staff will:

- conduct risk assessments (both dynamic and written)
- provide access to shade in play spaces
- use effective supervision strategies
- be aware of daily weather conditions
- conduct regular checks of outdoor surfaces and environments, especially on hot days. A simple test is for an educator to hold their hand on the surface. If they can do so comfortably for five seconds, it is fine.

In line with the Elizabeth North Primary School's 'general skin protection strategies', the children will remain out of the sun and be encouraged to play inside on days when the forecast reaches 35 degrees or over.

Sun Smart Procedure

Staff are encouraged to access the daily sun protection times on the SunSmart app www.myuv.com.au or the Bureau of Meteorology website www.bom.gov.au/sa/uv to assist with implementing this policy.

We use a combination of sun protection measures for all outdoor activities during terms 1, 3 and 4 and whenever UV radiation levels reach 3 and above at other times. Extra care is taken during the peak UV radiation times and outdoor activities are scheduled outside of these times where possible. A combination of sun protection measures are considered when planning outdoor activities such as excursions and water based activities.

1. Clothing

Quality area 2: Children's health and safety

- When outside, children are required to wear loose fitting clothing that cover as much skin as possible. Clothing made from cool, closely woven fabric is recommended
- Tops with elbow length sleeves, collars and knee length or longer style shorts and skirts are best. If a child is wearing a singlet top or dress they wear a t-shirt/shirt over the top before going outdoors.

2. Sunscreen

Quality area 2: Children's health and safety

- SPF 30 or higher, broad spectrum and water-resistant sunscreen is available for staff and children's use
- Sunscreen is applied at least twenty minutes before going outdoors and reapplied every two hours if outdoors
- Children, once old enough, are encouraged to apply their own sunscreen under the supervision of staff.

3. Hats

Quality area 2: Children's health and safety

- All children are required to wear hats that protect their face, neck and ears, i.e. legionnaire, broad brimmed or bucket hats. Baseball or peak caps are not considered a suitable alternative. The preschool provides one broad brimmed hat upon enrolment that stays at the preschool for use.

4. Shade

Quality area 2: Children's health and safety

Quality area 3: Physical environment

- A shade audit is conducted regularly to determine the current availability and quality of 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.

5. Babies

Quality area 2: Children's health and safety

- Our Sun Safety practices consider the special needs of infants. All babies under twelve months are not exposed to the direct sun when UV radiation levels are 3 and above
- Infants should be protected by using shade, clothing and hats. Children attend from 8.30am-11.30am. Parents are asked to apply sunscreen before arrival due to allergies and skin sensitivities.

6. Enrolment and information for families

Quality area 6: Collaborative partnerships with families and communities

When enrolling their child, families are:

- Informed of the centre's SunSmart procedure
- Elizabeth North Preschool supplies one broad brimmed hat that stays at preschool.
- Asked to provide their child with suitable outdoor clothing that is cool and covers as much skin as possible (i.e. covering the shoulders, chest, upper arms and legs)
- Asked to provide SPF 30 or higher, broad-spectrum, water-resistant sunscreen for their child if their child has allergies/ skin sensitivities
- Required to give permission for staff to apply sunscreen to their child
- Families and visitors are encouraged to use a combination of sun protection measures (sun protective clothing and hats, shade, sunglasses, and sunscreen) when attending the centre.

7. Staff WHS and role modelling

Quality area 5: Relationships with children

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

- Wear sun protective hats, clothing and sunglasses when outside
- Apply SPF 30 or higher broad spectrum, water resistant sunscreen
- Seek shade whenever possible.

8. Education

Quality area 1: Educational program and practice

Quality area 5: Relationships with children

Quality area 6: Collaborative partnerships with families and communities

- Sun protection and vitamin D are incorporated into the learning and development program
- The Sun Safety policy is reinforced through staff and children's activities and displays
- Staff and families are provided with information on sun protection and vitamin D through family newsletters, noticeboards and the centre's website.

9. Policy review

Quality area 7: Governance and Leadership

- Management and staff monitor and review the effectiveness of the SunSmart policy and revise.

Working with families, health services & industry

Our Preschool:

- Provides information from Sun Smart to families and caregivers on sun safety through a variety of media such as:
 - Notices
 - Policy consultation
 - Displays
 - Access to risk assessments
- Encourages families to reinforce sun safety practices at home with their children

Relevant Resources

Sun protection times

The sun protection times show when the UV is forecast to be 3 and above. They can be accessed via the free SunSmart app (download via <https://www.cancersa.org.au/cut-my-risk/sunsmart/resources/sunsmart-app-and-widget>) or the Bureau of Meteorology website <http://www.bom.gov.au/sa/uv>

Creating effective shade

This online shade audit tool allows you to assess whether your existing shade is adequate. It also helps you develop a list of practical recommendations to improve both built and natural shade. Visit

<http://www.sunsmart.com.au/shade-audit>

Generation SunSmart

Fun and interactive online sun protection modules for teachers. Visit <http://www.generationsunsmart.com.au/>

Be SunSmart Play SunSmart

A curriculum resource using the Being, Belonging and Becoming – The Early Years Learning Framework for Australia.

Visit https://www.cancersa.org.au/uploads/sunsmart/A4P_BeSunSmart_PlaySunSmart_ECR_document_WEB.pdf

SunSmart Hat-Wearing Toolkit

Leads staff through simple steps, with useful tips and resources to reinforce current SunSmart hat-wearing behavior to reach 100 per cent compliance or to phase out baseball caps. Visit

<https://www.cancersa.org.au/prevention/sunsmart/sunsmart-resources/hat-wearing-toolkit>

Revision Register

Version Number	Details of Changes Made	Date Issued
1	Policy and procedure creation	February 2019
2	Inclusion of UV indexes	February 2020
3	Aligned with Sun Smart policy and registration requirements.	April 2022
4	Sun Protection renamed Sun Smart in line with Sun Smart requirements and removal of Early Learning Centre references and combined with Hot weather policy. Inclusion of Sun Smart broad brimmed hats provided at time of enrolment and stay at preschool.	April 2023

Endorsed by the staff of Elizabeth North Preschool and the Governing Council: April 2023

Next Review Due: April 2024

Sources:

National Quality Framework: QAs 1 2,3,5,6,7

Cancer Council SA: *SunSmart early childhood policy guidelines*