This best practise sun protection policy has been developed by Cancer Council NSW for Family Day Care Services to use as their sun protection policy.

You can choose to adopt this sun protection policy in your service. If you choose to use this policy ensure you keep a copy for your records and discard your old policy.

Sun Protection Policy
Family Day Care

Service Name: ____________________________________________________________

Service Address: _______________________________________________________

Service Phone: ________________________ Email: ___________________________

Rationale
Australia has the highest rate of skin cancer in the world. Research has indicated that young children and babies have sensitive skin that places them at particular risk of sunburn and skin damage. Exposure during the first 15 years of life can greatly increase the risk of developing skin cancer in later life. Family Day Care plays a major role in minimising a child’s UV exposure, as children attend during times when UV radiation levels are highest.

Aim
This sun protection policy has been developed to protect all children, staff and carers from the harmful effects of ultraviolet (UV) radiation from the sun.

Our sun protection strategies are:

Outdoor Activities
All adults and children will use a combination of sun protection measures whenever UV Index levels reach 3 and above. This will include:

• **From October to March** sun protection is required at all times. Extra sun protection is needed between 11am and 3pm and during this period outdoor activities should be minimised. Minimising outdoor activities includes reducing both the number of times (frequency) and the length of time (duration) children are outside.

• **From April to September** (excluding June and July) outdoor activity can take place at any time. However, from 10am – 2pm sun protection is required.

• **In June and July sun protection is not required.** Extra care is needed for schemes in the far west and north of NSW and for all children who have very fair skin.

All sun protection measures (including recommended outdoor times, shade, hat, clothing and sunscreen) will be considered when planning excursions and play sessions.

Shade
All outdoor activities will be planned to occur in shaded areas. Play activities will be moved throughout the day to take advantage of shade patterns.

Staff and carers will provide and maintain adequate shade. Shade options can include a combination of portable, natural and built shade. Regular shade assessments should be conducted to monitor existing shade structures and assist in planning additional shade requirements.
Hats
Adults and children are required to wear sun safe hats that protect their face, neck and ears. A sun safe hat is a:
- Legionnaire hat
- Bucket hat with a deep crown and brim size of at least 5cm (adults 6cm)
- Broad-brimmed hat with a brim size of at least 6cm (adults 7.5cm).
Please note: Baseball caps or visors do not provide enough sun protection and therefore are not recommended.
Children without a sun safe hat will be asked to play in an area protected from the sun (e.g. under shade, veranda or indoors) or can be provided with a spare hat.

Clothing
When outdoors, adults and children are required to wear sun safe clothing that covers as much of the skin (especially the shoulders, back and stomach) as possible. This includes wearing:
- Loose-fitting shirts and dresses with sleeves and collars or covered neckline
- Longer-style skirts, shorts and trousers.
Children who are not wearing sun safe clothing can be provided with spare clothing.
Please note: Midriff, crop or singlet tops do not provide enough sun protection and are therefore not recommended.

Sunscreen
All adults and children will apply SPF30+ broad-spectrum water-resistant sunscreen 20 minutes before going outdoors and reapply every two hours. Sunscreen is stored in a cool, dry place and the use-by date monitored.

Babies
Babies under 12 months will not be exposed to direct sunlight and are to remain in dense shade when outside. They will wear sun safe hats and clothing, and small amounts of SPF30+ broad-spectrum water-resistant sunscreen can be applied to their exposed skin.

Role Modelling
Staff and carers will act as role models by:
- Wearing sun safe hat, clothing and Australian Standard 1067 sunglasses (optional)
- Applying SPF30+ broad-spectrum water-resistant sunscreen 20 minutes before going outdoors
- Using and promoting shade whenever possible.
Families and visitors are encouraged to use sun protective measures when participating in and attending outdoor activities.

Information
Children and their families will learn about sun protection. Sun protection information will be regularly communicated through newsletters, meetings and notice boards. The sun protection policy (including updates) will be provided to all staff and carers. Further information is available from the Cancer Council website www.cancercouncil.com.au/sunsmart.
Parents will be informed of this sun protection policy (including hat, clothing and sunscreen requirements) and encouraged to practise SunSmart behaviours at all times.

Review
Management and staff should regularly monitor and review the effectiveness of the sun protection policy. A sun protection policy must be submitted every two years to the Cancer Council for review to ensure continued best practice. Refer to the Cancer Council’s guidelines and website www.cancercouncil.com.au/sunsmart for further information.

IF YOU ADOPT THIS POLICY, ENSURE YOU SEND A COPY OF BOTH PAGES OF THIS DOCUMENT TO CANCER COUNCIL NSW SUNSMART TEAM.

Email: sunsmartchildcare@nswcc.org.au
Fax: 02 8302 3529
Post: SunSmart Program, Cancer Council NSW, PO Box 572, Kings Cross, NSW, 1340