Exposure to ultraviolet (UV) radiation in childhood is a major risk factor for the development of skin cancer later in life. Childcare services can contribute to reducing the lifetime risk of skin cancer for children by teaching good sun protection habits from an early age and implementing best-practice sun protection measures.

This sun protection policy has been developed to protect all children and staff in childcare centres in NSW from the harmful effects of UV radiation from the sun and reduce their risk of developing skin cancer.

To join the SunSmart Program you need to submit a copy of your centre’s Sun Protection Policy to ensure it covers the 10 SunSmart recommendations.

Choose to either:

• Update your centre’s own Sun Protection Policy to cover the 10 recommendations below.

OR

• Use Cancer Council NSW’s Sun Protection Policy by completing the form below.

**Using our Sun Protection Policy?**

Complete this form:

Centre name: __________________________________________________________

Date: ________________________________

**Recommendations**

1. Scheduling outdoor activities

   Outdoor activity times and sun protection practices to include:

   • **October - March**: Minimise outdoor activity between 11am and 3pm (daylight saving time). Sun protection practices are required at all times when outside.

   • **April – September**: Outdoor activity can be planned at anytime of the day. Sun protection practices are required between 10am and 2pm except in June and July when UV Index is mostly below 3.

   All sun protection measures will be considered when planning excursions and incursions.

2. Shade

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

   The centre will provide and maintain adequate shade for outdoor play. 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 for additional shade.
### 3. Hats
Staff and children are required to wear sun-safe hats that protect their face, neck and ears. Recommended sun-safe hats include legionnaire, 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.

### 4. Clothing
When outdoors, staff and children will 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 therefore are not recommended.

### 5. Sunscreen
All staff and children will apply SPF30+ broad-spectrum water-resistant sunscreen 20 minutes before going outdoors and reapply every 2 hours. Sunscreen is stored in a cool, dry place and the expiry date monitored.

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

### 7. Role Modelling
Staff will act as role models and demonstrate sun-safe behaviour by:
- Wearing a sun-safe hat, clothing, promoting shade and wearing sunglasses (optional) that comply with Australian Standard AS1067 (Sunglasses: Category 2, 3 or 4).

Families and visitors are encouraged to role model positive sun-safe behaviour when attending the centre.

### 8. Education and Information
Sun protection will be incorporated regularly into learning programs and promoted to staff, families and visitors. Further information is available from Cancer Council NSW’s website [www.cancercouncil.com.au/sunsmart](http://www.cancercouncil.com.au/sunsmart).

### 9. Policy Availability
The sun protection policy, updates and requirements will be made available to staff, families and visitors.

### 10. Review
Management and staff will regularly monitor and review the effectiveness of the sun protection policy. The centre’s sun protection policy must be updated and submitted to Cancer Council NSW every two years to maintain SunSmart status.