



Sun protection policy

National Quality Standard Area 2 | Children's health and safety

Children have the right to experience quality education and care in an environment that safeguards and promotes their health, safety, and wellbeing.

Purpose

All department school sites, and early childhood education and care services must have a sun protection policy in effect for school terms 1, 3, and 4, and whenever ultraviolet (UV) radiation levels reach 3 or above.

Elizabeth Park Preschool must inform the preschool community including employees, students, parents, and volunteers of the sun protection policy. Wherever possible, children and young people are encouraged to be responsible for their own sun protection.

Hard copies of this policy are kept in our site Preschool Policy Compliance folder, in the entrance to the preschool, next to the children's pigeon holes. It is also available electronically on the Elizabeth Park Primary School website and is shared with staff and families within inductions.

This policy applies to all staff at this site.

The aims of the Elizabeth Park Preschool Sun Protection Policy are to promote:

- Positive attitudes towards skin protection
- Lifestyle practices which can help reduce the incidence of skin damage and /or diseases.
- Personal responsibility for and decision making about skin protection.
- Awareness of the need to reduce the level of sun exposure when the UV radiation level is 3 or above.

Policy implementation times

Staff are encouraged to check the daily sun protection times each morning for our location using the [Bureau of Meteorology website](#) to support the implementation of sun protection at our site.

The centre uses a combination of sun protection measures for all outdoor activities during terms 1, 3, and 4, and whenever UV levels reach **3 and above** at other times.

Scheduling

A combination of sun protection measures are considered when planning outdoor activities such as excursions and water-based activities. Care is taken during the peak UV radiation times, and outdoor activities are scheduled outside of these times, where possible or in the shade.



Conducting risk assessments

To meet requirements under the National Regulations and to ensure the safety of children when in the sun, we will...

- Conduct risk assessments at least once every 12 months, and as soon as practicable after becoming aware of any circumstances that may affect the safety of children when in the sun.
- Use the *Risk Assessment - Sun protection and inclement weather* which addresses the matters required under sun protection (regulation 168).
- Make any necessary updates to this policy as soon as practicable after a risk assessment is completed.
- Keep a copy of all completed risk assessments.

Sun protection measures

Hats

- Elizabeth Park Preschool supplies each child with their own hat for their first day of preschool, which meets the SunSmart recommendations. They are clearly named and stored in individual pockets on the hat stand.
- All children are required to wear hats that protect their face, neck, and ears e.g., legionnaire, broad-brimmed, or bucket hats, whenever they are outside, when the UV is 3 or above.
- Baseball or peak caps are not acceptable.
- Hats must not have toggles as they pose a risk of strangulation/damage to children's throats while playing on equipment.
- Children will be encouraged to play under the verandah, or in shaded areas if they do not have a hat and the UV is 3 or above.

Clothing

Children attending the centre are to wear appropriate sun protective clothing, including tops with collars or higher necklines and elbow-length sleeves and longer-style skirts, dresses, and shorts. Loose clothing made from cool, closely woven fabric is recommended. No singlet or midriff tops are allowed. Children will be offered a t-shirt to wear over the top before going outdoors.

Sunscreen

- SPF 50+ broad-spectrum, water-resistant sunscreen is supplied by the centre for children and staff use.
- Families are responsible for applying sunscreen prior to arrival in the morning, however sunscreen is available for families to apply, if necessary, upon arrival. It is located by the children's sign in table under the verandah.
- Families with children who have sensitive skin are asked to provide a suitable SPF 50+ broad-spectrum water-resistant sunscreen for their child's use. This will be retained at the centre for application.
- When age-appropriate children are reminded to apply sunscreen under adult supervision.
- Time is provided to apply sunscreen before going outdoors.
- Sunscreen is applied at least 20 minutes before going outdoors, with each child being supported by an educator to re-apply independently every 2 hours when remaining or returning outdoors.

Shade

Care is taken during the peak UV radiation times, and outdoor activities are scheduled outside of these times or in the shade where possible. Group times, snack and lunch will take place indoors, or in shaded areas to avoid UV exposure.

Staff use available areas of shade for outdoor activities as much as possible and actively encourage children to play in the shade. Children who are not wearing a SunSmart hat or appropriate clothing are asked to play under the verandah or in the sandpit or return indoors.

Curriculum

Sun Smart behaviour is regularly reinforced and promoted to the whole preschool community through, enrolment meetings, staff meetings, routine arrival visuals, best hygiene practices posters, child and teacher activities, and in within enrolment packs.

Staff Work Health & Safety and role modelling

For work health and safety and role modelling, when the UV is **3 and above**, staff are asked to practice SunSmart behaviours including...

- Wearing sun protective hats and clothing when outside.
- Applying SPF50+ broad-spectrum, water-resistant sunscreen.
- Seeking shade whenever possible.

Families and visitors are encouraged to use a combination of sun protection measures when participating in or attending outdoor activities with the centre.

Communicating with families

When enrolling their child families are...

- Informed of the centre's sun protection policy.
- Asked to provide their child with suitable outdoor clothing that is cool and covers as much skin as possible.
- Required to give permission for staff to apply sunscreen to their child

Induction and training of educators

To ensure educators and other staff (including casual and relief staff) understand and implement sun protection policies and procedures...

- Induction completed for all educators and relief staff including procedures for sunscreen application, as well as the Sun Protection Policy.

Supporting information and references

- > Cancer Council SA SunSmart early childhood policy guidelines | https://www.cancersa.org.au/uploads/sunsmart/SS_ECC_Policy_Guidelines.pdf
- > Heat-related illness signs, symptoms and treatment | <https://www.sahealth.sa.gov.au/wps/wcm/connect/public+content/sa+health+internet/healthy+living/protecting+your+health/environmental+health/healthy+in+t+he+heat/heat-related+illness+signs+symptoms+and+treatment>
- > SA Health's know the signs of heat exhaustion and heat stroke poster | <https://www.sahealth.sa.gov.au/wps/wcm/connect/db91e42b-e759-4ee4-8317-a68f931375ff/23128.3-2+HITH-a2-poster-know-the-signs.pdf?MOD=AJPERES&CACHEID=ROOTWORKSPACE-db91e42b-e759-4ee4-8317-a68f931375ff-oQlwGVH>
- > SunSmart policy guidance and FAQs - Early childhood centres | <https://www.cancersa.org.au/prevention/sunsmart/sunsmart-program/early-childhood-centres/policy-guidance/>
- > Early Childhood Centres | <https://www.cancersa.org.au/prevention/sunsmart/sunsmart-program/early-childhood-centres/>
- > Severe weather warnings issued by the Bureau of Meteorology | <http://www.bom.gov.au/>
- > South Australia Country Fire Service fire danger ratings | <https://www.cfs.sa.gov.au/warnings-restrictions/restrictions/total-fire-bans-ratings/>
- > Emergency management policy | <https://edi.sa.edu.au/library/document-library/controlled-policies/emergency-management-policy.pdf>

- > Emergency management procedure | <https://edi.sa.edu.au/library/document-library/controlled-procedures/emergency-management-procedure.pdf>
- > Safety management procedure | <https://edi.sa.edu.au/library/document-library/controlled-procedures/safety-management-procedure>
- > Camps and excursions procedure | <https://edi.sa.edu.au/library/document-library/shared/camps-and-excursions-procedure.pdf>
- > Outdoor learning environments standard | <https://www.education.sa.gov.au/docs/infrastructure/property-services/outdoor-learning-environments-standard.pdf>
- > Sun exposure | <https://edi.sa.edu.au/hr/for-managers/health-and-safety/creating-a-safe-workplace/-inclement-weather-and-sun-exposure/sun-exposure>
- > Creating a safe outdoor learning environment | <https://edi.sa.edu.au/hr/for-managers/health-and-safety/creating-a-safe-workplace/outdoor-learning-environments>
- > Camps and excursions | <https://edi.sa.edu.au/hr/for-managers/health-and-safety/creating-a-safe-workplace/camps-and-excursions>
- > Selecting and maintaining trees | <https://edi.sa.edu.au/hr/for-managers/health-and-safety/creating-a-safe-workplace/trees-and-debris>
- > First aid in schools and preschools | <https://edi.sa.edu.au/hr/for-managers/health-and-safety/creating-a-safe-workplace/first-aid>
- > Inclement weather | <https://edi.sa.edu.au/hr/for-managers/health-and-safety/creating-a-safe-workplace/-inclement-weather-and-sun-exposure/inclement-weather-and-sun-protection>
- > Risk Assessment - Sun protection and inclement weather TEMPLATE | <https://schoolssaedu.sharepoint.com/:w:/r/sites/PreschoolPolicyCompliance/Shared%20Documents/General/Templates/Risk%20Assessment%20-%20Sun%20protection%20and%20inclement%20weather%20TEMPLATE.dotx?d=w922c447a63b442f7b07bf38dd8902a36&csf=1&web=1&e=MceOJV>

Record history

Published date: September 25

Approvals

Status: Approved

Version: 1.0

Approved by: Principal, Danielle Green, Elizabeth Park P-6 School

Approved by: Governing Council, Elizabeth Park P-6 School

Approval date: 15 September 2025

Next review date: Term 2 2027

Revision record

Version: 1.1

Approved by: Principal, Elizabeth Park P-6 School

Approved date: Click or tap to enter a date.

Next review date: Click or tap to enter a date.