Wangala
PRIMARY SCHOOL

Outside School Hours Care Policy
Sun Smart

Purpose

Our Sun Protection Policy has been developed to ensure that all students, staff, parents and visitors attending our services are protected from skin damage caused by harmful ultraviolet (UV) radiation from the sun.

It is recommended that at any time UV levels reach 3 and above on the UV index (available from www.bom.gov.au), sun protection strategies are implemented. In Victoria, these levels are generally reached from September to the end of April each year.

Wangala Primary School Outside School Hours Care has a responsibility to keep children safe and protected at all times. This is especially important when children are outside and need to be protected from the sun. The service will actively promote sun smart practices and children will be required to follow these practices throughout the year.

Wangala Primary School Outside School Hours Care supports a Sun Protection Policy, which means:

No hat + No sunscreen + No T-shirt = Play in the shade or a suitable area protected from the sun.

Procedures

A combination of sun protection measures will be used throughout the year. The Cancer Council's SunSmart guidelines recommend using a combination of five important sun protection measures – shade, protective clothing, hats, sunglasses and sunscreen.

Shade

- Ensure that outdoor spaces provided include adequate shaded areas to protect children from overexposure to ultraviolet radiation from the sun, including on excursions. Children will be encouraged to use available areas of shade for outdoor play and learning.
- The availability of shade will be considered when planning an excursion and sun protection will be considered in risk assessment practices in preparation for the excursion.

Protective clothing

- When outside, it is recommended that children wear loose fitting clothing that covers as much skin as possible (e.g. no singlet tops).
- Tops with elbow length sleeves, and if possible, collars and knee length or longer style shorts and skirts are best.

Hats

- Children are required to wear a school issued broad brimmed hat that protects their face, neck and ears whenever they are outside.
- Staff will act as positive role models for children. All staff are to wear a SunSmart approved hat during outdoor play.
- Educators encourage all children to wear hats during any outdoor activities.
- Children who do not have their hats with them will be asked to remain in the shade.
- The service does not provide children with hats.

Sunscreen

- Sunscreen is available and accessible to staff and children.
- All students and staff will apply SPF30 or higher broad-spectrum water-resistant sunscreen 20 minutes before going outdoors.
- Staff will ensure that sunscreen is reapplied to the students and themselves every two hours or more frequently if it is washed or wiped off.
- Sunscreen will be stored in a cool place, out of the sun.
- The responsible person in charge will monitor the expiry date of sunscreen and discard when out of date.
- Educators will exercise a common sense approach and will assess the availability of shaded areas and if necessary limit outdoor time on days where UV levels are particularly high.
- Children will be encouraged to reapply sunscreen themselves during program time. However, if a child is finding this difficult educators will assist the child.
- Children are encouraged to play in shaded areas.
- Children who do not have appropriate sun protection – hats, clothing or sunscreen, will be required to play in the shade and if this is not possible, will remain indoors with educators.

Role modelling and occupational health and safety

- To support health and safety legislation, staff are required to wear sun protective hats when supervising students.
- Staff, students and visitors will act as positive role models and demonstrate SunSmart behaviour when attending the service by:
    - wearing sun protective clothing
    - applying SPF30 or higher broad-spectrum water resistant sunscreen
    - wearing a sun protective hat (broad-brimmed)
    - using and promoting shade
    - wearing sunglasses that meet the Australian Standard 1067

PROCEDURES FOR DEALING WITH EXTREME HEAT

High intensity exercise in a hot environment, with the associated fluid loss and elevation of body temperature, can lead to heat stress which is a serious health risk. Children are at greater risk than adults of heat stresses such as dehydration, heat exhaustion and heat stroke because their thermoregulation mechanisms are not fully developed.

Temperatures 30 degrees Celsius or less

- Staff and children should drink water often to remain hydrated.
- All staff should be aware of the UV Rating.
- Shelter will be provided for everyone during service operation.
- Staff and children will be encouraged to wear a hat and Sunscreen, and remain in the shade if going outside.

Temperatures between 31 and 37 degrees Celsius (inclusive)

- All of the above in addition to the two dot points below.
- If the service wishes to go outside Staff must limit the time children spend outdoors and encourage children to choose low energy activities in shaded areas.
- Children are encouraged not to over exert themselves during periods of extreme heat.

Temperatures 38 degrees Celsius and above

- All of the above in addition to the dot points below.

- Staff and children should exercise extreme caution.
- Staff and children should remain indoors and where possible in air conditioning or cooler areas.

References

- ACECQA National Quality Framework Resource Kit (2012)
- Quality Area 1 – Educational Program and Practice.
- Quality Area 2 – Children's health and safety Education and Care Services National Law Act (2010), S 167, S 168
- Sun protection Sun Smart – www.sunsmart.com.au
- The Cancer Council of Victoria: http://www.cancervic.org.au/
- Sun Smart: http://www.cancervic.org.au/preventing-cancer/be-sunsmart

Review Cycle

This policy was last updated in October 2025 and is scheduled for review in October 2027.
The recommended minimum review cycle for this policy is 2 years.