

# Sun protection policy review checklist for South Australian OSHC and vacation care services.

Please use this checklist to assist with writing and reviewing your sun protection policy.

	<p>The sun protection policy is in place during the following implementation times:</p> <p><b>Before school care:</b> sun protection is not required, as the UV Index is rarely 3 and above at this time. During terms 1 and 4 it is recommended to apply sunscreen to assist with sun protection for the remainder of the day (optional). <i>If your OSHC service is at the same premise as the primary school, you may like to implement hat wearing before school to comply with the school's policy.</i></p> <p><b>After school care:</b> sun protection is required during terms 1 and 4, and whenever the UV is 3 and above at other times. Staff are encouraged to access the daily local sun protection times to determine if sun protection measures are required during terms 2 and 3.</p> <p><b>Vacation care:</b> sun protection is required for all outdoor activities from 1 August to 30 April and whenever the UV is 3 and above at other times.</p>
	<p><b>Scheduling:</b> 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 events (e.g. excursions and swimming).</p>
	<p><b>Slip on clothing:</b> Children are required to wear clothing that covers as much skin as possible. Clothing made from cool, closely woven fabric is recommended. Tops with collars and longer sleeves and longer-style skirts, dresses and shorts are recommended. Rash tops or t-shirts over bathers are required for outdoor swimming activities.</p>
	<p><b>Slop on sunscreen:</b> SPF 30 or higher broad spectrum, water resistant sunscreen is supplied by the service for children and staff use. Alternatively, families and staff are asked to supply their own sunscreen. Sunscreen is applied 20 minutes before outdoor activities and reapplied every two hours when outdoors. Outline in the policy your service's sunscreen application and reminder processes.</p>
	<p><b>Slap on a hat:</b> All children and staff are required to wear a broad-brimmed, legionnaire or bucket style hat whenever outdoors during the above mentioned implementation times. Baseball caps are not acceptable. Children who are not wearing appropriate hats or clothing are asked to play in areas protected from the sun.</p>
	<p><b>Seek shade:</b> Children are actively encouraged to use available areas of shade for outdoor activities. The service has shade from at least two of the following:</p> <ul style="list-style-type: none"> <li>– shady trees</li> <li>– built shade structures, and/or</li> <li>– portable shade structures.</li> </ul> <p>If minimal shade is available, management have plans to invest in more.</p>
	<p><b>Slide on sunglasses (optional):</b> If practical, encourage children to wear close fitting, wraparound sunglasses that meet the Australian Standard AS/ NZS 1067.1:2016 (Sunglasses: lens category 2, 3 or 4).</p>
	<p><b>Learning and Development:</b> Sun protection is incorporated into educational activities.</p>
	<p><b>WH&amp;S and role modelling:</b> For Work Health and Safety and role modelling, when the UV is 3 and above, staff are required to practice SunSmart behaviours including wearing sun protective clothing, sunscreen, appropriate hats and sunglasses and seek shade when outdoors. Alternatively, UV risk controls may be covered in a separate Work Health and Safety policy. Volunteers and visitors are encouraged to role model SunSmart behaviours when participating in or attending outdoor activities with the service.</p>
	<p><b>Policy promotion:</b> SunSmart behaviour is regularly reinforced and promoted to children, parents and staff (e.g. via newsletters, displays, handbooks, website staff meetings) and all families and staff members are informed of the policy.</p>
	<p><b>Policy review:</b> The service reviews its sun protection policy regularly (at least every three years) to ensure that the information remains current and relevant.</p>