

Step 2

Fill up the review form and submit your revised Sun Protection Policy.

To renew your membership with the SunSmart Early Learning Program, fill up the form below and submit a copy of your updated Sun Protection Policy to ensure that it covers the SunSmart recommendations. Once we have received and checked your review, you will receive a new SunSmart certificate and our latest resources.

This policy will help services meet some of the legislations and standards requirements:

- [Sun Safety Policy 2016](#)
- [Quality Education and Care NT](#)
- [Education and Care Services \(National Uniform Legislation\) Act 2011](#)
- [Education and Care Services National Law Act 2010: Section 167 – Protection from harm and hazards](#)
- [Education and Care Services National Regulations 2011:](#)
 - Regulation 100 - Risk assessment for excursions
 - Regulation 113 – Outdoor space-natural environment
 - Regulation 114 – Outdoor space-shade
 - Regulation 168 – Policies and procedures
 - (2)(a)(ii) – Sun protection

Rationale

Exposure to ultraviolet (UV) radiation in childhood is a major risk factor for developing skin cancer later in life. By implementing a best-practice Sun Protection Policy and practices, early childhood education and care services can help protect staff, educators and children from UV radiation and teach children good sun protection habits from an early age. Sun protection practices are required in the Northern Territory all year round whenever UV levels are 3 or above and extra care is needed between 10am-3pm when UV levels reach their peak.

POLICY REVIEW

Date of review: _____

To highlight how sun protection policy is implemented in your service, please submit:

- Copy of revised service's Sun Protection Policy that includes the recommendations below.

AND

- At least one copy* of the following supporting documents:

- Sample newsletter articles
- Picture of service displays
- Picture of outdoor areas
- Copy of curriculum plan
- Sample of service's sun protection activities
- Shade plans
- Others (please state):

Strategies working well:

How we keep families, staff and children informed and involved in the SunSmart Early Learning Program:

Plans for the next 12 months:

POLICY REVIEW AND RECOMMENDATIONS CHECKLIST (Please tick ✓ which applies.)

1 This policy applies to all centre activities and events (on and off site).	<input type="checkbox"/>
2 Sun protection measures are used all year round whenever UV levels reach 3 and above.	<input type="checkbox"/>
3 Staff and children refer to daily UV alerts to check local sun protection times through SunSmart widget on service's website, SunSmart app or at www.bom.gov.au	<input type="checkbox"/>
4 Staff, children and families can readily access our sun protection policy in _____ _____ (please state location of policy e.g. school's website, handbook, orientation kit)	<input type="checkbox"/>
5 A combination of sun protection measures are used for all outdoor activities (e.g. recess, outdoor lessons, camps, excursions, sporting events, swimming carnivals) when UV levels are 3 or above.	<input type="checkbox"/>
6 Particular care is taken between 10am to 3pm when UV levels are most intense.	<input type="checkbox"/>
7 Maximum use of shade, rescheduling outdoor events and/or minimizing time outdoors is encouraged during peak UV periods between 10am-3pm.	<input type="checkbox"/>
8 Our policy addresses staff Work Health & Safety issues regarding occupational UV exposure.	<input type="checkbox"/>
9 The centre has sufficient shade or is working towards increasing the number of trees and shade structures to provide adequate sun protected areas in the centre grounds.	<input type="checkbox"/>
10 Children are encouraged to use available areas of shade for outdoor activities.	<input type="checkbox"/>
11 All children are required to wear a sun-safe hat that protects the face, neck and ears such as broad brimmed, legionnaire or bucket hat whenever they are outside.	<input type="checkbox"/>
12 Appropriate sun protective clothing (shirts/dresses with sleeves and high neckline or collar and longer style shorts/skirts) is included in the uniform or dress code.	<input type="checkbox"/>
13 Our sports uniform also includes appropriate sun protective clothing. Children are required to wear rash tops or t-shirts for outdoor water activities.	<input type="checkbox"/>
14 Children who do not have appropriate hats or sun protective clothing are asked to play in the shade or a suitable area protected from the sun.	<input type="checkbox"/>
15 All children and staff have access to SPF 30+ (or higher), broad-spectrum, water-resistant sunscreen. Children are encouraged and reminded to apply sunscreen 20 minutes before going outdoors and reapply every 2 hours or more frequent if sweating or swimming.	<input type="checkbox"/>
16 The use of wrap-around sunglasses that meet Australian Standard 1067 (Sunglasses – Category 2, 3 or 4) is encouraged.	<input type="checkbox"/>
17 All staff are required, whilst families and visitors to the centre are encouraged, to act as role models by practising SunSmart behaviours including wearing appropriate hats and clothing when outdoors.	<input type="checkbox"/>
18 Educational activities and programs on sun protection to minimise skin and eye damage and skin cancer risk and healthy UV balance to maintain adequate vitamin D levels are included in the centre curriculum for each grade level.	<input type="checkbox"/>
19 SunSmart behaviour is regularly reinforced and promoted to the whole centre community (e.g. via newsletters, assemblies, service website)	<input type="checkbox"/>
20 The centre reviews its sun protection policy and submits a copy to Cancer Council NT at least once every three years to ensure it is current and effectively implemented.	<input type="checkbox"/>