SKIN PROTECTION POLICY

This policy is applicable to: all DECD employees.

DOCUMENT CONTROL

<table>
<thead>
<tr>
<th>Managed by: Ally Mead</th>
<th>Responsible position: Director</th>
<th>Version: 1</th>
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<tr>
<td>Contact person: Ally Mead</td>
<td>Approved by: Governing Council</td>
<td>File number:</td>
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<tr>
<td>Contact position: Director</td>
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REVISION RECORD

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<tr>
<th>Date</th>
<th>Version</th>
<th>Revision description</th>
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<tr>
<td>23/3/13</td>
<td>New</td>
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</table>
1. TITLE
SKIN PROTECTION POLICY

2. POLICY STATEMENT
Staff at this Kindergarten promotes safety for all children in line with our Skin Protection Policy. The policy is in place to ensure with the aim of reducing skin damage.

Much of the skin’s damage from the sun occurs during childhood and adolescence. Our Skin Protection or ‘Sun Smart’ Policy is in place from the beginning of September until the end of April or when the UVR Level is greater than 3 at other times.

3. POLICY DETAILS

Procedures
- All students and staff to wear hats and sunscreen when outside (broad brim or legionnaire type hats are strongly recommended)
- SPF 30+ Broad Spectrum is to be applied to children 15-20 mins prior to outside play. Staff to reapply regularly
- Students are to be directed to play in shaded areas and will be taken to shaded areas during peak UVR times. Outdoor activities are scheduled outside of these times where possible
- Appropriate clothing is to be worn. No singlet or midriff tops allowed
- Staff encouraged to be positive role-models of sun smart behaviour by wearing hats and sunscreen
- The centre reinforces sun smart behaviour and has incorporated sun protection activities in the program
- The Kindy has sufficient shade to provide adequate sun protected areas
- ‘No Hat, No Outside Play’. Children will be directed to play in the shade.

All employees must take reasonable care to protect their own health and safety as well as others in the workplace by:
- Providing a comfortable and safe environment for children
- Heating and cooling equipment provided to maintain a comfortable temperature for the children
- Sun protection and advice will be taken from the Cancer council and implemented through our Skin Protection Policy.

Curriculum

Our Kindergarten will:
- Encourage and educate children as to how to apply sunscreen to the body. Support will be provided by the adults.
- Educate children on the importance of wearing hats and sunscreen with the aim to protect their skin from sunburn and skin cancers
- Aim to educate where ever possible about skin protection

The Learning environment

Children at our Kindergarten:
- Have fresh, clean tap water available at all times and are encouraged to drink water regularly through the day
- Provide children with rest and relaxation time enable children to cool and calm down
- Provide SPF 30+ broad spectrum, water resistant sunscreen for children and staff

The Kindergarten will:
- Conduct activities in the shaded areas of the yard
- Communicate with parents regarding skin protection information as necessary through newsletters and through the enrolment processes
- encourage parents/caregivers to dress children in appropriate clothing that protects the child's skin

The staff at Meningie Kindergarten thanks you in advance for your support of this policy.

Endorsed by Staff & Gov. Council March 2012, to be reviewed in 2015

4. ROLES AND RESPONSIBILITIES

<table>
<thead>
<tr>
<th>Party / Parties</th>
<th>Roles and responsibilities</th>
</tr>
</thead>
<tbody>
<tr>
<td>Staff</td>
<td>Promote safety for all children</td>
</tr>
<tr>
<td></td>
<td>Rest &amp; Relaxation Time</td>
</tr>
<tr>
<td>Staff</td>
<td>Protect their own safety as well as other in their care at Kindy</td>
</tr>
<tr>
<td>Children</td>
<td>Wear hats, sunscreen, drink frequently</td>
</tr>
<tr>
<td>Staff</td>
<td>Educate children on sun safe information regarding ways to protect skin</td>
</tr>
<tr>
<td>Staff</td>
<td>Use Newsletter to place information reminding families that the policy comes into effect at beginning of September</td>
</tr>
<tr>
<td>Parents/Caregivers</td>
<td>Supply suitable hat and dress child in appropriate clothing</td>
</tr>
<tr>
<td>Staff</td>
<td>Reminder to cross reference this Policy with the Hot Weather Policy</td>
</tr>
<tr>
<td>Parents/Caregivers</td>
<td>To provide an alternative sunscreen if preferred or for a particular sensitivity</td>
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5. MONITORING, EVALUATION AND REVIEW

Monitor children at all times to ensure safety in hot weather

Review Policy on an annual basis