
	<b>Management Area:</b> Children's Services	<b>Version No:</b> 3.0 <b>Pages:</b> 4
	<b>Category of Policy:</b> Operational	<b>Approval Date:</b> 12/07/2023 <b>Policy Approver:</b> Head of Children's Services
<b>Policy Title:</b> Sun Protection Policy		<b>Author:</b> YMCA of SA

# YMCA SOUTH AUSTRALIA

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## Sun Protection Policy

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## 1. Purpose

The Sun Protection in Children's Services policy has been developed to ensure that all children, employees, and visitors attending our service are protected from skin damage caused by harmful UV radiation from the sun.

Too much of the sun's UV radiation can cause sunburn, skin and eye damage and skin cancer. Infants and toddlers up to four years of age are particularly vulnerable to UV damage due to lower levels of melanin and a thinner stratum corneum (the outermost layer of skin). UV damage accumulated during childhood and adolescence is strongly associated with an increased risk of skin cancer later in life.

By teaching sensible sun protection habits from an early age and implementing best-practice sun protection measures, early childhood services can play a significant role toward reducing the lifetime risk of skin cancer.

## 2. Scope


The scope of this policy applies to all Board members, Sub Committee members, educators, visitors, and volunteers. This policy applies to all YMCA Member Associations. For the purposes of this document, we refer to these as the YMCA. All Policies and Procedures must conform to this policy.

## 3. Policy Statement

All Services will use a combination of sun protection measures for all outdoor activities.

The goals and commitments of this policy are to provide guidelines that:

- Ensure all children, educators and staff are protected from over-exposure to UV radiation.
- Ensure the outdoor environment provides shade for children, educators, and staff.
- Ensure children are encouraged and supported to develop independent sun protection skills.
- Support duty of care and regulatory requirements; and
- Support appropriate WH&S strategies to minimise UV risk and associated harms for educators, staff, and visitors.
- Ensure that children, families, visitors, volunteers, and educators are informed of the service's SunSmart measures.
- Encourage safe UV exposure whenever UV Index levels are below 3.
- To include cultural considerations.
- To assist with the implementation of this policy educators are encouraged to access the local sun protection times via the free SunSmart app or via the website, as well as the Bureau of Meteorology website.

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#### 4. Roles and Responsibilities

Department / Area	Role / Responsibility
Children's Services Management	<p>Is responsible for the development, monitoring, and review of the policy and related systems, ensuring content meets all legislated requirements.</p> <p>To facilitate policy awareness to all educators on the appropriate implementation and use of the policy.</p>
Responsible Persons	<p>Nominated supervisor/service management will oversee the implementation and service adherence of the policy.</p> <p>Nominated supervisor/person with management and control will seek individual community feedback and facilitate an active consultation process with service users as appropriate.</p> <p>Is responsible for addressing any instance of non-compliance with this policy and implementing strategies to help prevent non-compliance with this policy.</p> <p>Responsible for ensuring suitable resources and support systems to enable compliance with this policy.</p> <p>Drive the consultation process and provide leadership and advice on the continuous improvement of the policy.</p>
All employees, volunteers & students	<p>Responsible for meeting the requirements outlined in this policy.</p> <p>Responsible for raising concerns or complaints in accordance with this policy.</p>


#### 5. Definitions

##### **Educators**

Any person YMCA employs or engages – including paid employees, volunteers, Board Directors, contractors, consultants, and student placements.

##### **Volunteer**

Can be a YMCA volunteer, student on practicum placement.

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### Ultraviolet (UV)

Unlike sunlight and infrared radiation (heat), the sun's UV radiation can't be seen and can't be felt. It is the part of the sun that can cause skin and eye damage and skin cancer. Sun protection is recommended for all skin types whenever UV levels are forecast to reach 3 or higher.

### Shade

An area sheltered from direct or indirect sun, such as a large tree, canopy or artificial cover. Shade can be built, natural or temporary and can reduce overall exposure to the sun's UV by 75%.

## 6. Key Relevant Documents

- Education and Early Childhood Services (Registration and Standards) Act 2011
- Education and Care Services National Regulations (2011 SI 653)
- Guide to the National Quality Standard
- Safe Work Australia: Guidance Note for the Protection of Workers from the Ultraviolet Radiation in Sunlight (2008)
- Work Health and Safety Act 2012
- National Cancer Foundation
- Cancer Council
- SunSmart
- Bureau of Meteorology - About UV Index
- Sun Protection Procedure

## 7. Monitoring Evaluation and Review

This policy will be reviewed every two years or earlier for reasonable cause or upon the request of the YMCA South Australia Board.

## 8. Version History

Version	Date	Description of changes	Effective Date	Review Date
2.0	12/07/2023	Refined definitions. Updated legislative and industry requirements. Added procedure reference. Updated document name.	12/08/2023	July 2025
3.0	26/05/2025	Reviewed. No changes needed.	26/05/2025	May 2027