



This policy applies to all OSHC programs run by Interchange Outer East;

Note: This policy applies to participants of any age attending Interchange Outer East OSHC activities.

Purpose

This SunSmart policy provides guidelines to:

- Ensure all persons attending OSHC by IOE programs are well protected from too much UV exposure, by using a combination of sun protection measures during the daily local sun protection times (issued whenever UV levels are 3 and above).
- Ensure the outdoor environment is sun safe and provides shade for all persons attending OSHC by IOE programs.
- Ensure all persons attending OSHC by IOE programs are encouraged and supported to develop independent sun protection skills.
- Support duty of care and regulatory requirements.
- Support appropriate OHS or WHS? strategies to minimise UV risk and associated harms for all persons attending Interchange Outer East programs.

A large majority of the people supported by OSHC by IOE are reliant on Staff to identify times of high risk and act appropriately to ensure people are protected

Healthy physical environment

1. Seek Shade

- Staff are required to ensure there is a sufficient amount of shelter and trees providing shade in the outdoor area being used for the program
- The availability of shade must be considered when planning all outdoor activities.
- People attending OSHC by IOE programs are encouraged to choose and use available areas of shade when outside.
- People attending OSHC by IOE programs who do not have appropriate hats or outdoor clothing will be asked to choose a shady area, or other suitable area protected from the sun.
- Staff must regularly assess the availability and quality of shade, and determine whether there is a better location to move the activity to.
- When using the basketball courts on a day of a high uv rating or low shade times, the gazebo must be installed and placed on the basketball court to provide shade for participants.

Healthy social environment

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2. Slip on sun protective clothing

- There is a preference for all people accessing OSHC by IOE to wear tshirts, rather than singlets.
- When on swimming and beach activities, rash vests (or tshirt) and board shorts should be worn.

3. Slap on a hat

- ALL persons attending OSHC by IOE programs are required to wear hats. SunSmart recommends legionnaire, broad-brimmed or bucket style hats to protect face, neck and ears – although this is not a requirement by IOE.

4. Slop on sunscreen

- SPF30+ (or higher) broad-spectrum, water-resistant sunscreen is supplied by OSHC by IOE and/or families.
- Sunscreen is to be stored in a cool, dark place out of the sun.
- IOE Staff are responsible for ensuring the sunscreen is within date and discard of any sunscreen that is out of date or has been exposed to heat or sun.
- IOE ask that parents apply sunscreen to their child prior to arriving at an activity.
- Sunscreen will be applied every TWO hours during an activity or more often if it is wiped or washed off
- Staff are responsible for ensuring every person in the scope of their duty of care is adequately covered by sunscreen on each and every application.
- To help develop independent skills regarding sun protection, participants supported by OSHC by IOE are given opportunities and encouraged to apply their own sunscreen under supervision of Staff; however Staff maintain responsibility for ensuring adequate coverage.
- Staff should be conscious of clothing moving when in the water, and cover areas that may inadvertently be exposed to the sun ie: possible gap between rash vest and shorts.
- Where participants have sensitive skin or allergy to creams, families are asked to provide suitable sunscreen for Staff to use on their child.
- Sunscreen application will be documented by staff on Xplor.

5. Slide on sunglasses (if practical)

- SunSmart suggests that where practical, people should wear close fitting, wrap-around sunglasses that meet the Australian Standard 1067 (Sunglasses: Category 2, 3 or 4) and cover as much of the eye area as possible. This item is a recommendation although not a requirement of IOE.

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This SunSmart policy should be reinforced through Staff modelling of appropriate sun protection techniques.



Engaging families

When registering with OSHC by IOE , families are:

- Informed of OSHC by IOE Smart policy.
- Asked to provide a suitable sun protective hat, covering clothing and sunscreen for their child/young person.
- Asked to ensure their child is already adequately covered in sunscreen upon arrival to OSHC by IOE programs on days of UV level 3 or above.
- Advised that permission to apply sunscreen to their child/young person is implied by their acknowledgement of receipt of this policy.
- Encouraged to model SunSmart measures themselves when attending OSHC by IOE programs.

If Staff become aware that someone has been sunburnt while attending an Interchange Outer East program/service:

- Staff must assess if medical treatment is required.
- The Interchange Outer East after hours phone must be contacted as soon as practical upon noticing (or program coordinator if within business hours).
- The person's parent/s must be notified if the burn is significant/concerning.
- An incident report and/or injury log must be completed.