

Dear parent/carer,

**Sun Protection Policy**

*<Service Name>* has a sun protection policy for children and staff to ensure appropriate sun protection behaviour is implemented. We are a recognised SunSmart service.

Did you know that Australia has amongst the highest rate of skin cancer in the world? Damage to our skin begins when the UV Index reaches 3 or more. It builds up year after year and increases our chances of developing skin cancer in later life. As children attend our service during times when ultraviolet (UV) radiation levels are highest, we play an important role in minimising your child's UV exposure.

Your child's health and wellbeing are very important to us. Our sun protection policy will ensure that we minimise children’s exposure to the sun and provide an environment that positively influences sun protection behaviour. The main elements of the policy include:

* All children must wear a broad-brimmed, legionnaire or bucket hat when the UV Index is 3 or above (these hats protect the face, ears and neck – caps are not appropriate).
* All staff must wear a broad-brimmed, legionnaire or bucket hat when outside.
* The use of minimum SPF30, broad spectrum, water resistant sunscreen is required.
* Sun protective clothing is part of our dress code. Please ensure that children have longer style tops (not singlets or tops with thin straps).
* Programs on skin cancer prevention will be included in learning activities.
* Outdoor activities are rescheduled, whenever possible, to minimise the time outdoors when UV radiation is at harmful levels.
* Our service has sufficient shade or is working towards increasing shade in the grounds.
* The sun protection policy will be implemented throughout the year.

We are committed to the future health and well-being of your children, and your support is very important if our sun protection policy is going to succeed. You can help by acting as a role model to your children, this includes:

* adopting sun protective behaviour such as *Slip! Slop! Slap!* *Seek! and Slide!*
* talking to your child about the importance of sun protection at home;
* encouraging your children to adopt sun protective behaviour when the UV Index is 3 or above (visit [www.myuv.com.au](http://www.myuv.com.au) to find out your local sun protection times), and
* ensuring your child has a broad-brimmed, legionnaire or bucket hat every day.

Should you have any questions regarding the policy please do not hesitate to contact me.

Yours sincerely,

<Contact Name>

<Contact Person’s Position>