

Sun Safety Checklist and Procedure

Rationale

The purpose of this procedure is to ensure the safety and wellbeing of all children by outlining the expectations and practices for sun protection at Rosebery Preschool. This procedure supports staff to meet duty of care obligations and promotes lifelong sun-safe behaviours in line with the NT Sun Safety in Schools Policy [sun-safety-in-schools-policy.docx](#).

Policy Statement

Children's health and safety are a priority at Rosebery Preschool. We are committed to providing a sun-safe environment and ensuring children, staff, and visitors are protected from harmful ultraviolet (UV) radiation. Sun protection measures are implemented whenever UV levels are 3 or above and are embedded into daily routines.

Legislative Requirements

National Law: Sections 165, 167

National Regulations: Regulations 100, 113, 168

National Quality Framework: Quality Area 2.1, 2.3

Early Years Learning Framework: 3.2

Implementation

Sun Safety Checklist (Daily)

- Hats worn during all outdoor activities
- Sunscreen applied before outdoor play
- Adequate shade in the Preschool yard
- Water available at all times
- Staff modelling sun-safe behaviours
- Families are informed of sun safety expectations.

Parents/Carers are expected to:

- Provide a broad-brimmed Rosebery Primary School hat.
- Apply sunscreen before Preschool where possible.
- Give permission for staff to assist with sunscreen application.
- Ensure children wear sun-safe clothing that covers shoulders and upper body.
- Provide alternative sunscreen if required due to allergies or sensitivities.

[sun-safety-in-schools-parent-consent-form-template.DOCX](#)



Preschool Staff will:

- Ensure children wear hats outdoors (no hat, play in shaded areas).
- Assist children to apply sunscreen before outdoor play.
- Supervise and remind children about sun-safe behaviours.
- Plan outdoor activities to reduce exposure during peak UV times where possible.
- Provide and encourage use of shaded play spaces.
- Model sun-safe behaviours.
- Ensure water is accessible to all children.
- Communicate sun safety expectations to families.
- Follow individual medical or allergy management plans related to sunscreen.

Students will:

- Wear their hat when playing outdoors.
- Participate in sunscreen application with support.
- Play in shaded areas when directed.
- Practise sun-safe behaviours as part of daily routines.

Effective: Term 1, 2026

Date of Next Review: Term 1, 2027

Developed by: Preschool Teacher in Charge

Additional documentation

[sun-safety-in-schools-parent-consent-form-template.DOCX](#)

Rosebery Primary School Parent consent form





Sunscreen Permission Form

As part of our Sun Smart practices, we would like parent permission for us to help children to apply sunscreen throughout the day. Sunscreen will be available in our preschool rooms for parents to apply to their children in the morning, but we would like to encourage the children to develop good sun safe habits by reapplying sunscreen before we play outside again in the afternoon. Rosebery Preschool will provide Woolworths or Coles 50+ sunscreen. If you would like your child to use a different brand, please provide a labelled tube/ bottle to be kept at preschool. Please fill out the form below:

Name of child (ren): _____

As the Parent/Carer of the above listed child (ren), I

DO

DO NOT

give permission for the staff of Rosebery Preschool to apply sunscreen to my child when they will be playing outside. I understand that sunscreen may be applied to exposed skin including the face (except around eyes), tops of ears, arms, legs, and back of necks.

I have checked below all applicable information regarding the application of sunscreen to my child (ren):

I do not know of any allergies my child has to sunscreen.

My child is allergic to some sunscreens and can ONLY use the following brand(s)/type(s) of sunscreen: _____, which I have provided to the preschool.

For medical or other reasons, DO NOT apply sunscreen to the following areas of my child's body:

Parent/Carer's name: _____

Date: _____

Parent/Carer's signature: _____

