

Table of contents

- Home
- What we offer
- Enrolment and fees
- Reports and plans
- Parenting support
- Policies and guidelines
 - [peterborough_community_preschool_philosophy_statement](#)
 - [peterborough_community_preschool_behaviour_guidance_policy](#)
 - [peterborough_community_preschool_food_nutrition_policy](#)
 - [sun_smart_policy](#)

Home



Find out more about our goals and our focus in our philosophy statement (PDF 217KB)

(
https://www.preschools.sa.gov.au/sites/default/files/peterborough_community_preschool_philosophy_statement.pdf).

Volunteering

If you'd like to volunteer with us, we'd love to hear from you. See volunteering in schools, preschool and children's centres

(<https://www.decd.sa.gov.au/supporting-students/parent-engagement-education/volunteers/volunteering-schools-preschools-and-childrens-centres>) and have a chat to us about how you can get involved.

We invite you to join the governing council, which meets twice a term to make sure the preschool runs smoothly. Read through what a governing council does

(<https://www.decd.sa.gov.au/sites-and-facilities/governing-councils/understanding-governing-councils/what-governing-council-does>) and speak to us to register your interest.

Acknowledgement of Country

At Peterborough Community Preschool and Rural Care Services, we thank the traditional custodians of this land, the Ngadjuri people for sharing their country. We promise to respect their land, their people, their animals and elders. We will pay our respects to the Elders of the past, present and future and acknowledge their spiritual connection to Country.

Bushfire risk

On forecasted 'catastrophic' fire danger days we will be closed. Make sure you know how we intend to contact you in this situation. You can find more information about an active bushfire from the CFS website (<http://www.cfs.sa.gov.au/>). See the bushfire page on the Department for Education's website (<https://www.education.sa.gov.au/sites-and-facilities/bushfires-and-emergency-closures/bushfire-information>) for general information.

Immunisations

Immunisations are now required for all children who wish to use the Preschool or Rural Care Services.

A full immunisation statement needs to be provided to the Centre before the child begins with either services.

Immunisation statements can be obtained through MY GOV or by contacting 1800653809

Contact us

Preschool director: Ms Melissa Quartuccio

Phone: (08) 8651 2550

Fax: (08) 8651 3456

Email: dl.6649.leaders@schools.sa.edu.au

Street address: 76-80 Victoria Street Peterborough SA 5422

Postal address: 76-80 Victoria Street Peterborough SA 5422

What we offer

We offer a number of programs and services to support your child's early years learning (<https://www.decd.sa.gov.au/teaching/curriculum-and-teaching/primary-and-secondary-curriculum/curriculum-taught-south-australia>).

Preschool program

Times

Your child can attend preschool for up to 15 hours per week.

Monday	Tuesday	Wednesday	Thursday	Friday
9.00am to 3.00pm	9.00am to 3.00pm even weeks	9.00am to 3.00pm	—	—

Fees

The parent contribution is \$70 for 4 sessions and \$80 for 5 sessions. See our enrolment and fees page (<https://www.preschools.sa.gov.au/peterborough-community-preschool/getting-started/enrolment-and-fees>) for more information.

What to bring

Your child needs to bring these items each day:

- bag
- broad-brimmed, legionnaire or sun-safe hat (without chin straps)
- change of clothes
- drink bottle containing water
- healthy snack (pieces of fruit or vegetables)
- packed lunch (healthy sandwich, yoghurt, salad)
- shoes suitable for playing.

Please write your child's name on all their belongings.

What not to bring

Children should not bring these things:

- food containing nuts, eggs and sesame seeds (As we currently have a child attending the service who has an allergy to these items)
- unhealthy food or drink (lollies, chocolate, chips, fizzy drinks)
- toys from home.

Rural care

Children from birth to 6 years can attend our Rural Care Program. Your child will enjoy play and learning activities in a supportive environment. Rural Care operates over 50 weeks a year.

Before and After School sessions are available for children aged 5 years to 12 years.

Times

Monday to Friday, 8.00am to 6.00pm, throughout the year.

Before School Care 8:00am to 9:00am

After School Care 3:00pm to 6:00pm

Your child can attend on a full day basis.

Cost

Please contact us (<https://www.preschools.sa.gov.au/peterborough-community-preschool#contact-us>) for more information. You may be eligible for the Australian Government's child care subsidy (<https://www.humanservices.gov.au/individuals/services/centrelink/child-care-subsidy>).

What to bring

Your child needs to bring these items each day:

- bag
- broad-brimmed, legionnaire or sun-safe hat (without chin straps)
- change of clothes
- drink bottle containing water
- healthy snack (pieces of fruit or vegetables)
- packed lunch (healthy sandwich, yoghurt, salad)
- shoes suitable for playing.

Please write your child's name on all their belongings.

Additional information

Please contact us (<https://www.preschools.sa.gov.au/peterborough-community-preschool#contact-us>) to confirm availability for your child.

Breakfast Program

Peterborough Community Preschool and Rural Care Services have partnered with Foodbank Australia to offer the children at the centre healthy breakfast and snacks through out the day.

This program is a free service to all the children who attend the centre.

Every Wednesday during School Term, we have volunteers from the Peterborough Community come into the centre to prepare and cook a nutritional breakfast for the children to enjoy .

Health checks

A Child and Family Health Services nurse visits our preschool to perform health checks on children over the age of 4 years and 3 months. These visits usually occur in terms 2 and 3.

You will be notified when your child is due for their health check.

Library Visit

Once a week, the Preschool children have a chance to visit the library at Peterborough Primary School.

During this visit, they will be able to borrow one book to take home for the week. This opportunity provides the children access to a range of books that we may not have available at the preschool, gives them responsibility of taking care of the book for a week and gaining an understanding of how a library works.

Peterborough Community Library Visit

On our Preschool Tuesday sessions, we have a visit from Chris Malycha from the Peterborough Community Library.

Each visit, Chris brings in new story books to read to the children. This allows for the children to be familiar with people who work within our community and are exposed to a wide range of authors and writing styles.

Dental Visit

Once a year, we have a visit from a Dentist from Remarkable Dentistry. They come and give a small presentation to the children about the importance of brushing our teeth and how to keep our teeth healthy. The dentist then provides a free dental check to all preschool children.

Disability support

There is support available for children with disability (<https://www.education.sa.gov.au/supporting-students/children-disability-and-special-needs>). Talk to us for more information.

Enrolment and fees

When your child can start preschool

Your child is entitled to access 1 year of preschool.

If your child turns 4 before 1 May, they can start preschool at the beginning of the year. If your child turns 4 on or after 1 May, they can start the next year.

If you want to delay your child's start to preschool or you're not sure about when they should start, please talk to us about your options.

If your child is Aboriginal or under guardianship (in care) they are eligible for 12 hours of preschool after they turn 3. They will then be eligible for 15 hours per week of preschool in the year before they start school.

Early entry

Your child may be able to come to preschool 1 term earlier, in term 4 the year before starting their preschool year, if they:

- have additional needs or disability
- are learning English as an additional language or dialect
- are at significant risk because of family circumstances.

Early entry is for up to 6 hours per week, if places are available.

Access is decided on a case-by-case basis.

Please contact us if you want more information about early entry.

Enrolling your child

You can register your interest to enrol your child with us by using the preschool registration of interest form (<https://www.education.sa.gov.au/doc/preschool-registration-interest-form>). This form is also available from us.

Try to register your interest by 30 June, but you can do this any time during the year.

Priority will be given to children living in our catchment area (<https://www.preschools.sa.gov.au/peterborough-community-preschool#location>). If you don't live in our catchment area you should indicate at least 2 other preschool options on your form.

If we can give your child a place with us we'll send you an offer letter in term 3 (<https://www.decd.sa.gov.au/teaching/south-australian-state-schools-term-dates>). You can accept the offer by filling in and sending back the acceptance slip by the due date.

Before your child starts

We will contact you in term 3 (<https://www.decd.sa.gov.au/teaching/south-australian-state-schools-term-dates>) about an orientation session. This will be a 1-hour session where you can ask questions.

Before they start preschool your child can come to pre-entry transition visits. These will be in term 4 and are a chance for your child to meet our staff and other children.

Fees

We ask you to contribute towards the cost of your child attending preschool.

The parent contribution is \$70 for 4 sessions and \$80 for 5 sessions.

We will invoice you at the beginning of term via your child's communication pocket.

We offer other programs that may have an additional cost (<https://www.preschools.sa.gov.au/peterborough-community-preschool/getting-started/what-we-offer#peterboroughprograms>).

When to pay

Please contact us if you have any difficulty paying.

How to pay

Cash or cheque

You can pay by cash or cheque at the kindy or arrange to pay by direct deposit.

Immunisations

When you enrol your child you will be asked to provide evidence of their immunisation status (<https://www.education.sa.gov.au/supporting-students/health-e-safety-and-wellbeing/early-childhood-services-immunisation-requirements>).

Reports and plans

National Quality Standard rating

Our services are assessed and rated against 7 quality areas of the National Quality Standard.



Overall Rating: Exceeding NQS

Quality Area Ratings

- | | | |
|----------|--|---------------|
| 1 | Educational program and practice: | Exceeding NQS |
| 2 | Children's health and safety: | Exceeding NQS |
| 3 | Physical environment: | Exceeding NQS |
| 4 | Staffing arrangements: | Exceeding NQS |
| 5 | Relationships with children: | Exceeding NQS |
| 6 | Partnerships with families and communities: | Exceeding NQS |
| 7 | Leadership and service management: | Exceeding NQS |

Rating for: Peterborough Community Preschool

Rating issued: May 2016

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Quality improvement plan

An assessment of the programs we offer against the National Quality Standard and national regulations. It identifies areas for improvement and includes our philosophy statement.

Quality improvement plan (PDF 501KB)

(https://www.preschools.sa.gov.au/sites/default/files/peterborough_community_preschool_qip.pdf)

Site context statement

A summary of our:

- general information
- key policies
- curriculum
- staff
- facilities
- local community
- partnership arrangements with other groups.

Site context statement (PDF128KB)

(
https://www.preschools.sa.gov.au/sites/default/files/peterborough_community_preschool_context_statement.pdf)

Annual report

A report on our progress, achievements, highlights and challenges for the year.

Annual report (PDF) (http://docs.decd.sa.gov.au/Sites/AnnualReports/6649_AnnualReport.pdf)

Parenting support

Giving your child a strong start in the early years

Research tells us that quality education and care early in life leads to better health, education and job outcomes in adulthood. Children are learning and growing from the time they are born. The greatest influence on a child's future health, development and happiness is in the first 5 years of life.

We're working with families to take a 'learning together' approach about child development in the early years.

Parenting resources

Several early childhood parenting resources are available to help your child learn and grow right from the start.

Little Big Book Club (<http://www.thelittlebigbookclub.com.au/>) supports parents to read, sing and play with their children from birth, with access to book recommendations, reading packs and resources.

Dad's Read (<http://dadsread.org.au/>) offers advice for fathers to encourage reading together with their child.

Parenting SA (<https://www.education.sa.gov.au/parenting-and-child-care/parenting/parenting-sa>) has free parenting factsheets, videos and upcoming seminars on many parenting topics.

Positive Parenting program
(<http://www.triplep-parenting.net.au/au-uk/en/find-help/triple-p-parenting-in-south-australia/?itb=bc37e109d92bdc1ea71da6c919d54907>) has free seminars, workshops and one-on-one sessions for parents of children aged 3 to 12 years.

Learning with your child (GreatStart)
(<https://www.education.sa.gov.au/parenting-and-child-care/parenting/learning-your-child-greatstart>) gives parents everyday learning ideas and activities to help build their child's maths and language skills.

Raising Children Network (<http://raisingchildren.net.au/>) provides up-to-date, evidence-based, scientifically validated information about raising children and caring for yourself as a parent or carer.



Philosophy Statement

At our centre we:

*Provide a fun, friendly, caring, safe place.

*We work together on learning for children, staff, families and the community.

*Provide a play based program using the Early Years Learning Framework.

*Encourage family and community involvement to provide a quality centre by working as a team.

*Provide an inclusive and engaging environment.



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Behaviour Guidance Policy

Rationale:

As Early Childhood Educators we believe that all children are developing emotionally and socially and will need our support and encouragement to develop socially acceptable behaviours. They are a learning process and reflect the child's emotional and social capabilities or inabilities and that a behavioural mistake should be regarded as proof that the child needs more practice, support, and guidance from the adults at the Centre. We also believe that as educators we must develop and foster strategies within our children of problem - managing, self- determination, self-regulation, emotional and resilience and intrinsic pride.

Children Need:

- *An environment of support, guidance and regulation to develop age - appropriate social and emotional skills.
- *A safe and healthy environment to enjoy their preschool experience.
- *To become aware of the needs of others as they mature and how to be thoughtful and fair.

Parents Need:

- *To know that their child is safe and happy at the centre.
- *To be aware of the behaviour guidance strategies and policy that the centre applies to the Preschool and Rural Care environment and how the staff are working to achieve social- emotional skills.
- *That every child has the right to attend the centre and that staff will treat each child's individual need

Staff Need:

- *To know that the child's individual needs and their level of social - emotional competence, and to plan interventions that will promote age-appropriate skills for the child
- *To communicate with colleagues, parents and support agencies about the individual needs of the child and to keep any relevant documentation to support their planned interventions.
- *To treat each child with respect and warmth, to develop a genuine relationship with the child and to separate the behaviour from the child
- *To be aware of the need to continue learning as an Early Years Educator and as a professional so that they are continually aware of the new findings in their profession and able to adopt wise practise.
- *To be supportive of the center philosophy and contribute to the well being of the center.

Management Need:

- *All staff to follow a consistent and age appropriate management approach to the situation.
- *All staff to separate the behaviour from the child and ask for support if experiencing difficulty with a child's behaviour
- *Documentation to be filled on a child's behaviour such as hitting, biting, spitting, or hurting others or destroying property. This is to be documented in the diary.
- *Child behavioural concerns are addressed and reviewed on a regular basis during staff meetings.
- *For extreme cases of behaviour, meetings with parents, staff and inter agencies occur to implement change and the learning of new strategies.

The Peterborough Community Preschool and Rural Care Service will implement this by.

All individuals need to be treated with respect at all times.

- * The adult will speak calmly.
- * Resources will be used to help the child learn strategies to monitor their own behaviour and behave in an appropriate manner.

* The child may be excluded from the activity if staff believe that the child's actions are impacting on the safety of either themselves or their peers.

* Data is collected to pin point the triggers for the behaviour and this information is then used to implement effective strategies with the child and their family.

* If a child continuously hits or spits at staff, parents will be asked to collect the child and the child can resume Preschool or Rural Care the next day.

Families, staff other significant adults and peer behaviour influences children's choices.

* Good relationships will be developed and maintained with families so the concerns can be addressed as a team.

* Social stories will be duplicated so that parents can use them at home.

* Staff will support families through meetings and provide up to date information about positive behaviour management practices.

* At the beginning of each term for one week, the children will be taught how to develop and maintain friendships and learn strategies to develop positive social skills through a social development program

Corporal punishment is a violation of the basic human rights of children and is highly inappropriate.

We will endeavor to provide a safe, caring, well-planned environment in which expectations of children's behaviour are expressed in a positive and explicit manner, and that are developmentally age appropriate.

Staff members are obliged to take reasonable care to protect children from foreseeable risk of injury as their "duty of care" and practice a high standard of supervision.

Special Service Staff of children's services should provide professional advice to staff and provide Directors with clear information of what action may be needed to ensure that the needs of the child and safety of the other children in extreme cases.

Legislation:

Teachers Registration and Standards Act 2004

Code of Ethics

Work, Health and Safety Act 2012

Education and Care Services National Law Act 2011

Education and Care Services Regulations 2011 (amended 2013)

www.cyh.com.au

www.earlychildhoodaustralia.org.au

www.childhood.org.au

www.raisingchildren.net.au

www.parenting.sa.gov.au

Chairperson
Governing Council
20.....

Director
Peterborough Community Preschool
and Rural Care Service.

Adopted: October, 2010.

Review Date: 20.....



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Food and Nutrition Policy

Rationale: We aim to ensure that snack time will provide positive learning experiences for children who will be encouraged to develop healthy lifelong eating habits of eating fruit and vegetables.

For children attending the Rural Care programme we believe that parents/guardians are responsible for providing meals and snacks for their children appropriate to the duration and times of care. Where inappropriate foods are sent, information will be provided to the families via pamphlets from the Child and Youth Health Service. Enrolment packages will contain lists of recommended foods for daily use that form the basis of a healthy diet for the child.

Staff at this Preschool and Rural Care Service aim to promote nutritional eating habits in a safe, supportive environment for all children attending this preschool. We believe that early childhood is an important time for establishing lifelong, healthy eating habits and can benefit the children in three ways:

Short term: Maximises growth, development and activity whilst minimising illness.

Long term: Minimises the risk of diet related diseases later in life e.g heart disease, strokes, some cancers and diabetes.

Advice from speech pathologists and dentists indicates that children should be eating crunchy foods.

This food policy has been established after consultation with staff, parents, and a dietician from Port Pirie Regional Health Services.

Curriculum

Our Preschool's and Rural Care Service food and nutrition curriculum:

Is consistent with the *Australian Dietary Guidelines for Children and Adolescents in Australia*, and the *Australian Guide to Healthy Eating*.

Includes activities that provide children with knowledge, attitudes and skills to make positive healthy food choices and learn about the variety of foods available for good health.

Includes opportunities for children to develop practical food skills like preparing and cooking healthy food.

Integrates nutrition across the curriculum where possible.

Is part of the Early Years Learning Framework and NQS.

The Learning environment

Children at our Preschool and Rural Care Service:

Provide their own water bottle and we also have fresh, clean filtered tap water available at all times and encourage children to drink water regularly through the day.

Eat in a positive, appropriate, social environment with staff who model healthy eating behaviours.

Our Preschool and Rural Care Service:

Understands and promotes the importance of breakfast for children.

Teaches the importance of healthy meals and snacks as part of the curriculum.

Is a breastfeeding friendly site.

Food supply

Our Preschool and Rural Care Service:

Has the following guidelines for families for food brought from home:

FRUIT TIME/SNACK TIME

Parents and carers are asked to supply fruit and vegetables at fruit time to:

Provide children with important minerals and vitamins.

Encourage a taste for healthy foods.

Encourage chewing which promotes oral muscle development.

Fresh fruits, vegetables or a slice of cheese are recommended for fruit time

We understand that at times families may run out of fruit. A healthy sandwich with savoury filling or plain unsalted crackers (e.g Vita wheat) are most acceptable.

FOODS UNSUITABLE FOR FRUIT TIME:

include packaged foods, cakes, sweets. All nut produces.

Cordials and sweetened fruit juices are not recommended and discouraged.

LUNCHTIME PROGRAM.

For children who bring lunch to the Preschool or Rural Care Service.

The Healthy eating guidelines will still be in place.

Parents are encouraged to follow the above guidelines, and ask staff if they have any issues.

A healthy lunch box might include a sandwich, fruit, yogurt, veggie sticks etc.

Please do not include chocolate, muesli bars, roll ups etc.

Please ask staff if you are unsure.

Our Preschool will ensure a healthy food supply for preschool activities, celebrations and events, strictly limiting availability of high fat, high sugar, or processed foods like chips, pastries, cakes, lollies, crisps and soft drinks to no more than twice a term, in accordance with the Healthy Eating Guidelines.

We will display nutrition information and promotional materials about healthy eating, and provide information updates in newsletters.

Food safety

Our Preschool and Rural Care Service:

Promotes and teaches food safety to children during food learning/ cooking activities.

Encourages staff to access training as appropriate to the *Healthy Eating Guidelines and in anaphylaxis*.

Provides adequate hand washing facilities for everyone.

Promotes and encourages correct hand washing procedures with children.

We cook healthy options, and provide parents with information and recipes.

Notes will be placed in children's lunch boxes if food sent does not meet our nutrition policy and if it continues they may be removed and replaced with a healthy snack.

Food-related health support planning

Our Preschool and Rural Care Service:

Liaises with families to ensure a suitable food supply for children with health support plans that are related to food issues.

Working with families, health services & industry

The Peterborough Community Preschool and Rural Care Service support the interest of good health and the establishment of good eating patterns of children using our centre. We do this by:

- * Strongly encouraging families to provide healthy snacks for their children e.g fresh fruit or dried, vegetables, dairy produce. This policy is emphasized upon enrolment with pamphlets and posters available for parent education and viewing.
- * Incorporating education on food nutrition in the curriculum.
- * Encouraging sharing, conversation, independence and enjoyable fruit experiences. This is done via the use of: cooking and making healthy snacks, the use

of puzzles, books, posters and home-corner play, planting vegetables and picking fruit from our fruit trees.

- * Parent/guardians of infants and toddlers, will be advised of their child's food intake each day. Parents/guardians of older children will be advised as appropriate. If a preschool child refuses to eat their food a note will be placed in the lunchbox advising parents of why the food has not been eaten.

When preparing and serving food we will establish and maintain healthy and safe practices by planning activities which offer the children opportunities.

- * To be involved in the routines and preparation of a variety of nutritious foods, including some from other cultures.

- * To wash hands before cooking and during cooking, if the children cough, sneeze or put their fingers in their mouths etc.

- * To participate in positive learning situations.

- * To taste a variety of foods.

- * To wash all fruit and vegetables before use.

Preschool children staying all day will need one snack and a healthy lunch, Rural Care children staying all day need two snacks and a healthy lunch.

Staff also:

- * Store all children's lunches in the fridge provided.

- * Provide children independent access to chilled and filtered drinking water at all times.

- * Take into account individual children's needs in the nutrition programme-allergies to specific foods/drinks be recorded and with easy access for staff referral.

- * Encourage parents to support our policy by sending home information on healthy eating.

- * Invite health professionals to visit the preschool thereby creating awareness of the importance of healthy food, and providing another role model for the children.

- * If the Preschool or Rural Care Service is informed of a child having an allergy (to nuts for example), a health plan will be required and if necessary all parents will be notified that the site is to become a (example nut) free site and this policy will be reviewed.

References and useful websites:

- * www.health.sa.gov.au Eat well guidelines

- * www.cyh.com.au

- * www.earlychildhoodaustralia.org.au

- * www.childhood.org.au

- * www.parenting.sa.gov.au

- * www.raisingchildren.net.au

Legislation:

- * Food Act 2001. (SA)

Education and Care Services National Law Act 2011

Education and Care Services Regulations 2011 (amended 2013)

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Chairperson
Governing Council
20.....

Director
Peterborough Community Preschool
and Rural Care Service.

Adopted: August, 2010
Review Date 20.....



Peterborough Community Preschool and Rural Care Services

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Sun Protection Policy

Philosophy:

- *Provide a fun, friendly, caring, safe place.
- *We work together on learning for children, staff, families and the community.
- *Provide a play based program using the Early Years Learning Framework and My Time Our Place Framework.
- *Encourage family and community involvement to provide a quality centre by working as a team.
- *Provide an inclusive and engaging environment.

This policy applies to all centre events on and off site.

Rationale:

A balance of ultra violet (UV) radiation exposure is important for health. Too much of the sun's UV radiation can cause sunburn, skin and eye damage and skin cancer. Sun exposure during childhood and adolescence is a major factor in determining future skin cancer risk.

Too little UV radiation from the sun can lead to low vitamin D levels. Vitamin D is essential for healthy bones and muscles, and for general health. Sensible skin protection when the UV index level is 3 and above does not put people at risk of vitamin D deficiency.

Objectives

This Sun Protection policy has been developed to:

- encourage children and staff to use a combination of sun protection measures whenever UV Index levels reach 3 and above
- work towards a safe outdoor environment that provides shade for children and staff at appropriate times
- assist children to be responsible for their own sun protection
- ensure families and new staff are informed of the centre's Sun Protection policy.

Legislation

This policy relates to the following National Law and Regulations:

- Education and Care Services National Law Act 2010
- Section 167 – Protection from harm and hazards
- Education and Care Services National Regulations 2011
- Regulation 100 – Risk assessment must be conducted before excursion
- Regulation 113 – Outdoor space–natural environment

- Regulation 114 – Outdoor space–shade
- Regulation 168: Policies and procedures (2)(a)(ii)–sun protection
- Regulation 170 – Policies and procedures to be followed
- Regulation 171 – Policies and procedures to be kept available
- Regulation 172 – Notification of change to policies or procedures.
- Work Health and Safety Act 2012

National Quality Standards

All of the following SunSmart procedures link to:

- Quality area 2: Children's health and safety.

There are also links to:

- Quality area 1: Educational program and practice
- Quality area 3: Physical environment
- Quality area 5: Relationships with children
- Quality area 6: Collaborative partnerships with families and communities
- Quality area 7: Governance and leadership.

Procedures

We use a combination of sun protection measures for all outdoor activities during terms one, three and four and whenever UV radiation levels reach 3 and above at other times. Extra care is taken during the peak UV radiation times and outdoor activities are scheduled outside of these times where possible. Staff will access the app throughout the day to monitor UV levels. A combination of sun protection measures are considered when planning outdoor activities such as excursions and water based activities.

1. Clothing

Quality area 2: Children's health and safety

When outside, children and staff are required to wear loose fitting clothing that cover as much skin as possible. Clothing made from cool, closely woven fabric is recommended. Tops with collars and elbow length sleeves, and knee length or longer style shorts and skirts are best. If a child is wearing a singlet top or dress they will wear a t-shirt/shirt over the top before going outdoors. Staff will be encouraged to role model these practices.

2. Sunscreen

Quality area 2: Children's health and safety

SPF 30 or higher, broad spectrum, water resistant sunscreen is available for staff and children's use. We encourage families to apply sunscreen to their child before coming to the centre or immediately on arrival. Sunscreen will be provided and can be found in the Sunscreen Station trolley.

Sunscreen is applied at least twenty minutes before going outdoors and reapplied every two hours if remaining outdoors.

Families with children who have naturally very dark skin are encouraged to discuss their vitamin D requirements with their GP or Paediatrician.

Children, once old enough, are encouraged to apply their own sunscreen under the supervision of staff.

3. Hats

Quality area 2: Children's health and safety

All children and staff are required to wear hats that protect their face, neck and ears, i.e. legionnaire, broad brimmed or bucket style hats. Baseball or peak caps are not considered a suitable alternative.

Children and staff are welcome to wear beanies in the cooler weather when the UV rating is 3 and under.

4. Shade

Quality area 3: Physical environment

- A shade audit is conducted regularly to determine the current availability and quality of shade.
- Management ensures there is a sufficient number of shelters and trees providing shade in the outdoor area.
- The availability of shade is considered when planning excursions and all other outdoor activities.
- Children are encouraged to use available areas of shade when outside.
- Children who do not have appropriate hats or outdoor clothing are asked to play in the shade or a suitable area protected from the sun.

5. Sunglasses

Quality area 2: Children's health and safety

Children and staff are encouraged to wear close fitting, wraparound sunglasses that meet the Australian Standard AS/NZS 1067:1.2016 (Sunglasses: lens category 2, 3 or 4) and cover as much of the eye area as possible.

6. Babies

6. Babies

Quality area 2: Children's health and safety

Our SunSmart practices consider the special needs of infants. All babies under twelve months are not exposed to the direct sun when UV radiation levels are 3 and above.

Infants will be protected by using shade, clothing and hats. Sunscreen should be applied to small areas of exposed skin not protected by clothing or hats, for infants 6 months and older.

7. Enrolment and information for families

Quality area 6: Collaborative partnerships with families and communities

When enrolling their child, families are:

- informed of the centre's Sun Protection policy
- asked to provide a suitable hat for their child
- asked to provide their child with suitable outdoor clothing that is cool and covers as much skin as possible (i.e. covering the shoulders, chest, upper arms and legs)
- asked to provide SPF 30 or higher, broad spectrum, water resistant sunscreen for their child if they require specific brands for skin types.
- required to give permission for staff to apply sunscreen to their child
- Families and visitors are encouraged to use a combination of sun protection measures (sun protective clothing and hats, shade, sunglasses and sunscreen) when participating in or attending outdoor activities with the centre.

8. Staff WHS and role modelling

Quality area 5: Relationships with children

As part of WHS UV risk controls and role modelling, when the UV radiation is 3 and above, staff:

- wear sun protective hats, clothing and sunglasses when outside
- apply SPF 30 or higher broad spectrum, water resistant sunscreen
- seek shade whenever possible.

9. Education

Quality area 1: Educational program and practice

- Sun protection is incorporated into the learning and development program.

Quality area 5: Relationships with children

- The Sun Protection policy is reinforced through staff and children's activities and displays. Educators will encourage discussions with children around reasoning for application of sunscreen and asking permission to apply.

Quality area 6: Collaborative partnerships with families and communities

- Staff and families are provided with information on sun protection through family newsletters, noticeboards and the services's website.

10. Policy review

Quality area 7: Governance and leadership

Management and staff monitor and review the effectiveness of the Sun Protection policy and revise the policy when required (at least once every three years).

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Adapted from Sunsmart

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