



# Sun Protection and Water Play Policy

National Quality Standards		
QA2	2.2.1	Supervision - At all times, reasonable precautions and adequate supervision ensure children are protected from harm and hazard.
QA3	3.1.2	Upkeep - Premises, furniture and equipment are safe, clean and well maintained.
QA7	7.1.2	Management systems – Systems are in place to manage risk and enable the effective management and operation of a quality service.
National Law		
Section	165	Offence to inadequately supervise children
	167	Offence relating to protection of children from harm and hazards
National Regulations		
Regs	114	Outdoor space—shade
	115	Premises designed to facilitate supervision
	168(2)(a)(iii)	Education and care services must have policies and procedures on water safety, including during any water based activity
	274	Swimming pools

## Aim

To ensure all children are protected from the risks associated with sun exposure and water hazards through effective education, supervision, and environmental management.

## Related Policies

Excursion Policy

Governance Policy

Health, Hygiene and Safe Food Policy

Incident, Injury, Trauma and Illness Policy

Relationships with Children Policy

Staffing Arrangements Policy



# Implementation

## Sun Protection

Role	Responsibilities
Nominated Supervisor	<ul style="list-style-type: none"><li>• Use a combination of sun protection measures whenever <b>UV levels reach 3 or above</b>.</li><li>• Provide <b>adequate shade</b> in all outdoor play areas and regularly assess and maintain shade structures.</li><li>• Ensure <b>daily UV checks</b> using the Bureau of Meteorology or SunSmart app, and adjust outdoor times accordingly.</li><li>• Require <b>sun-safe hats and clothing</b> that protect the face, neck, shoulders and limbs.</li><li>• Ensure <b>SPF 30+ or higher, broad-spectrum, water-resistant sunscreen</b> is applied 20 minutes before outdoor play and reapplied every two hours.</li><li>• Encourage children to learn about and take part in sun safety, such as checking UV levels or reminding peers to wear hats.</li><li>• Model positive sun protection practices — all educators, staff, and volunteers wear hats, protective clothing, and sunscreen outdoors.</li><li>• Communicate sun protection expectations to families and include information in enrolment packs, newsletters, and signage.</li></ul>
Educators and Staff	<ul style="list-style-type: none"><li>• Plan outdoor experiences in shaded areas and adjust play locations throughout the day to follow the shade.</li><li>• Conduct surface temperature checks in hot weather to prevent burns from play surfaces or equipment.</li><li>• Keep children indoors or in full shade when UV levels are extreme or surfaces are dangerously hot.</li><li>• Record and monitor sunscreen use and shade checks as part of daily routines.</li><li>• Supervise and support children to develop sun-safe habits.</li></ul>
Families	<ul style="list-style-type: none"><li>• Provide a labelled, sun-safe hat and appropriate clothing for their child each day.</li><li>• Provide an alternative sunscreen to service sunscreen for allergy reasons.</li></ul>



## Water Play

Role	Responsibilities
Nominated Supervisor	<ul style="list-style-type: none"> <li>Identify and manage <b>all water hazards</b>, including sinks, buckets, troughs, fish tanks, water play tubs, and outdoor puddles.</li> <li>Ensure <b>no swimming pools or permanent water features</b> are on-site.</li> <li>Complete a <b>risk assessment</b> for all water-based activities, including excursions.</li> <li>Maintain <b>active supervision</b> during any water play — educators must be within arm's length (1–2 metres) and maintain clear visual contact.</li> <li>Empty and store portable water play items (e.g., tubs, troughs, buckets) immediately after use.</li> <li>Keep outdoor play areas <b>fenced off from natural or artificial water sources</b> such as ponds, creeks, or drains.</li> <li>Clean and disinfect all water play equipment after use, ensuring hygienic water quality.</li> <li>Display a <b>CPR guide</b> near any water hazard or water play area.</li> </ul>
Educators and Staff	<ul style="list-style-type: none"> <li>Never leave children unsupervised near water.</li> <li>Ensure written family consent before children participate in any water-based experience.</li> <li>Increase educator-to-child ratios when required by risk assessment.</li> <li>Remove or cover water hazards after rain or outdoor cleaning.</li> <li>Ensure children with open sores, diarrhoea, or infections do not participate in water play.</li> <li>Reinforce water safety rules with children through conversations and play.</li> </ul>
Families	<ul style="list-style-type: none"> <li>Support the service's water safety guidelines and provide appropriate swim wear or clothing when required.</li> </ul>



## Sources

- Education and Care Services National Regulations (Regs 114, 168(2)(a)(iii), 274)
- National Quality Standard (QA 2.2.1, 3.1.2)
- Cancer Council NSW – SunSmart Early Childhood Program
- Royal Life Saving Society Australia – Home and Wading Pool Safety Checklists
- Swimming Pools Act 1992 (NSW)
- Staying Healthy – Preventing Infectious Diseases in Early Childhood Education and Care Services (5th ed.)

## Review & Approval

This policy will be reviewed annually, when regulations change, or after any incident that highlights a need for policy revision.

Approved	Next Review	Approved By
18/11/2025	18/11/2026	Splash Management