

UHI | PERTH

Sun Protection Procedure

UHI Perth Nursery

Version Control History

Version Number	Date of Change	Summary of Revisions Made
1.0	February 2022	Title changed from Nursery Coordinator to Nursery Manager
1.1	March 2024	Updated to UHI Perth branding

Sun Protection Procedure

1 Purpose

- 1.1 The purpose of this procedure is to ensure guidelines are in place within the operating of the UHI Perth Nursery to protect children from the potentially harmful effects of the sun.

2 Scope

- 2.1 The procedure relates to all UHI Perth Nursery activity which could expose children to the sun's rays and therefore to all staff, as well as all children in the care of the UHI Perth Nursery.

3 Definitions

- 3.1 None.

4 Responsibilities

- 4.1 The Nursery Manager has overall responsibility for ensuring that this procedure is implemented.
- 4.2 All staff members are responsible for following the procedure and for ensuring that their professional practice supports its implementation.
- 4.3 The Nursery Manager is responsible for monitoring the effectiveness of the procedure and will access feedback on the admission, settling-in and transition process from staff to support this.
- 4.4 The Nursery Manager is responsible for the reviewing and updating of the procedure.
- 4.5 The Perth Leadership Group is responsible for approving the procedure.

5 Procedure

- 5.1 Nursery staff will work professionally and proactively to protect the children in their care at all times.
- 5.2 Actions to protect children from the potentially harmful effects of the sun will be taken in line with parental wishes as appropriate.
- 5.3 Staff will work to develop children's awareness and understanding of the importance of keeping themselves safe in the sun.
- 5.4 In so doing, staff will also encourage children's independence in caring for themselves and their personal safety.
- 5.5 Staff will provide protective care to children in relation to exposure to the sun at all times, but particularly during the hours of 11am and 3pm.
- 5.6 Staff will ensure that children wear sun hats and clothing which covers their shoulders when they are in situations which will expose them to the sun.
- 5.7 Periods of time spent outdoors by children is to be maximised and shaded areas will be available for use.
- 5.8 Staff will apply appropriate sun protection cream to all children prior to them going outside into the sun.
- 5.9 Parents will be informed about the Nursery Sun Protection Procedure and will be required to provide both a sunhat for their child to wear, factor 50 sun protection cream and written consent for sun protection cream to be applied to their child by staff.

6 Linked Policies/Related Document

UHI Perth Health and Safety Policy