

Sleep and Rest Policy – February 2022



Background

Children are active little people – constantly learning, playing, watching and interacting with others. It is crucial for their sense of well-being, healthy growth and development to have time away from busy surroundings to rest, to reflect and to imagine. Effective sleep and rest strategies are important factors in ensuring a child is safe and feels secure while at a service.

Policy statement

This Policy sets out how the Service provides regular sleep and rest periods which follow the safe sleeping recommendations of Red Nose, the recognised national authority on safe sleeping practices for infants and children, and take into consideration the ages, development and needs of individual children and their families.

Strategies and practices

- Gidgillys will ensure that all children have appropriate opportunities to sleep, rest and relax in accordance with their individual needs, age and developmental stages. **(Standard 2.1 (element 2.1.2))**
- Educators will consult with parents about their child's particular needs (e.g. sleep patterns and habits, need for a comforter) and family values and parenting beliefs, cultural or otherwise, associated with sleep/rest. Educators will be required to adapt to each new day and take into consideration many factors as to the child's daily sleep needs.
- Nominated supervisor and educators receive information and training on safe sleep and rest practices, as outlined in the Service's Policy, and are made purposefully aware of their responsibilities in implementing those practices.
- Infants sleep on demand. Toddlers and older children have a scheduled sleep/rest period shortly after lunch. In addition, educators are alert to any indication that a child might need sleep/rest outside of routine. Quiet areas for children to rest or be alone are always available.
- All children are placed on their back when being settled for a rest. Children who turn onto their side or stomach during sleep are left undisturbed.
- All children will have hoods, cords and teething necklaces removed prior to sleeping and will be placed into bed with faces uncovered.
- Educator to child ratios are maintained according to the Education and Care Services National Regulations during sleep/rest periods.

Sleep and Rest Policy – February 2022

- Educators constantly monitor the children (e.g. breathing patterns) and sleep/rest environment (e.g. room temperature). Educators are in sight of all sleeping children within the Giggiebugs, Starbugs & Preschool Classrooms. In the Ladybugs, educators enter the cot room every ten (10) minutes to check each child's condition, and then sign the Sleep Check Chart.
- Sleep/rest areas are kept well-ventilated, uncluttered and appropriately lit and, as with all other areas of the Service, are smoke-free.
- Comforters from home will be given to children who require them to settle. However, toys with ribbons, removable parts or parts that can be looped over a child's head will not be used because of our adherence to the Red Nose guidelines.
- To support the children during their times for sleep or rest, educators dim the lights, provide calming music, use quiet soothing voices and, sometimes, use guided relaxation techniques.
- While all children need time to relax at Gidgillys, we respect that some children do not wish to sleep, or are not required to sleep as documented in the family partnerships in learning. Those children are still required to rest on a bed for a 30-minute period. Educators will not sit with or attempt to get these children to sleep. If a child falls asleep on their own accord, educators will allow them to sleep for 30 minutes before being woken. These children are then provided with quiet indoor table activities to ensure those children sleeping are given the time for adequate rest.
- The children's beds are cleaned/sprayed daily with a detergent and disinfectant before being stored. The covers of any cushions used for rest and relaxation are washed after each use.
- Beds are positioned so that educators may walk between them to gain easy access to every bed from all four sides.
- Children's sleep pattern for the day (e.g. time the child went to sleep and woke up) is recorded on the communication board displayed in the each classroom.
- Educators engage in up to date first-aid training including CPR each year to support with any

RECOMMENDED SLEEP TIMES FOR CHILDREN

AGE	RECOMMENDED SLEEP GUIDES FOR 24HR PERIOD
Newborn 0-3 months	14-17 hours
Infant 4-11 months	12-15 hours
Toddler 1-2 years	11-14 hours
Preschool 3-5 years	10-13 hours

Sleep and Rest Policy – February 2022

Additional safe resting practices for babies

SUDI (Sudden Unexpected Death in Infancy) is the sudden, unexpected death of a baby during sleep. Babies under twelve months are considered to be at greater risk of SUDI than children over twelve months. The Service closely follows the recommendations for safe sleeping practices from Red Nose (formerly SIDS and Kids).

- All cots meet the current mandatory Australian Standard for Cots (AS/NZS 2172), and carry a label to indicate this. Safety checks are conducted regularly.
- Each cot mattress is aired at the end of each day by lifting and leaving it tilted in the cot.
- All children are placed on their back when first being settled for sleep/rest. If a child younger than 6 months turns onto their side or stomach during sleep, educators return the child onto their back.
- In the infants classroom, educators enter the cot room every ten (10) minutes to check each child's condition, and document these checks on the Sleep Check Chart.
- Should a child need to sleep on their stomach or side for sound medical reasons, the centre will only endorse this alternative practice upon receiving a letter from the child's Doctor and parent stating the need for this alternative sleeping practice.
- All children rest with faces uncovered. Hooded tops, bibs, shoes and amber necklaces/bracelets are removed before children are put to rest.
- Children are placed with their feet at the bottom of their cot or mattress, and blankets are tucked in securely.
- Soft toys and snuggly blankets are not recommended for children under the age of 12 months. If this is required to self settle, educators will remove from the cot once the child is sleeping.
- Cots are positioned well away from dangling electrical and curtain /blind cords, heaters, fans and other electrical appliances, and power points.
- Cots are set up at least 30cm apart as well as 30cm from any other furniture.
- Cots are wiped over each day with soapy water. Cot mattresses are covered with a fully waterproof mattress protector and changed at the end of each child's use.
- The temperature of the sleep room is monitored to ensure that it is kept between 20 and 22.5 Celsius, as recommended by Red Nose via the "grow egg".
- The Service has a designated fire cot and the Service's *Evacuation and Lockdown Policy* specifically addresses sleep and rest times.

Sleep and Rest Policy – February 2022

Responsibilities of parents

- Educators will consult with parents about their child's particular needs (e.g. sleep patterns and habits, need for a comforter) and family values and parenting beliefs, cultural or otherwise, associated with sleep/rest. Educators will be required to adapt to each new day and take into consideration many factors as to the child's daily sleep needs as mentioned by families each morning.
- Families to supply a bed set consisting of a fitted bottom sheet and a loose top sheet for summer, and a light blanket for winter, and placed in a labelled bag for healthy storage
- To provide any comforters necessary.

Procedures and forms

- Daily Communication boards
- Red Nose Safe Sleeping Poster
- Cot Check

Links to other policies

- Evacuation and Lock Down Policy
- Enrolment and Orientation Policy
- Incident, Injury, Trauma and Illness Policy
- Interactions with Families
- Tobacco, Drug and Alcohol Policy

Links Education and Care Services National Regulations 2011, National Quality Standard 2011

Regs	81	Sleep and rest
	103	Premises, furniture and equipment to be safe, clean and in good repair
	105	Furniture, materials and equipment
	97	Emergency and evacuation procedures
	110	Ventilation and natural light
	115	Premises designed to facilitate supervision
	168	Education and care services must have policies and procedures

QA	2.1.1	Each child's wellbeing and comfort is provided for, including appropriate opportunities to meet each child's need for sleep, rest and relaxation
	2.1.2	Effective illness and injury management and hygiene practices are promoted and implemented
	2.2.1	At all times, reasonable precautions and adequate supervision ensure children are protected from harm and hazard
	2.2.2	Plans to effectively manage incidents and emergencies are developed in consultation with relevant authorities, practised and implemented
	3.1.1	Outdoor and indoor spaces, buildings, fixtures and fittings are suitable for their purpose, including supporting the access of every child
	3.1.2	Premises, furniture and equipment are safe, clean and well maintained
	3.2.1	Outdoor and indoor spaces are organised and adapted to support every child's participation and to engage every child in quality experiences in both built and natural environments

Sleep and Rest Policy – February 2022

Sources, further reading and useful websites

- ACECQA. (2019). *Safe sleep and rest practices*.
- Education and Care Services National Regulations 2011
- Guide to the National Quality Framework 2018 (September 2020 Update): Section 4 – Operational Requirements <https://www.acecqa.gov.au/sites/default/files/2020-09/Guide-to-the-NQF-September-2020.pdf>
- UNICEF. (n.d.). *What is the Convention on the Rights of the Child?* http://www.unicef.org/crc/files/Rights_overview.pdf accessed 30 December 2020
- <https://rednose.org.au/article/red-nose-six-safe-sleep-recommendations>

Policy Review

The Service encourages staff and parents to be actively involved in the annual review of each of its policies and procedures. In addition, the Service will accommodate any new legislative changes as they occur and any issues identified as part the Service’s commitment to quality improvement. The Service consults with relevant recognised authorities as part of the annual review to ensure the policy contents are consistent with current research and contemporary views on best practice.

Version Control

Version	Date Reviewed	Approved By	Comments/Amendments	Next Review Date
1	8 January 2018	Dr Brenda Abbey (Author)	Updated to changed NQF requirements 1 February 2018. Service to modify policies to its specific needs.	
2	22 nd February	Erin Shortland (Director)	*Re-created & Updated to suit our centre as all policies lost with computer crash. *Added updated web articles	February 2023
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