

Safe Sleep and Rest Policy and Procedure

Introduction

All children have individual sleep and rest requirements. Children need a comfortable relaxing environment to enable their bodies to rest. The environment must be safe and well supervised to ensure children are safe, healthy and secure in their environment.

Policy

- The Children's Service will ensure that all children have appropriate opportunities to sleep, rest and relax in accordance with their individual needs.
- The Children's Service will provide beds that comply with Australian Standards.
- The risk of Sudden Infant Death Syndrome (SIDS) will be minimised by following practices and guidelines set out by health authorities.
- The Children's Service will consult with families about their child's individual needs and be aware of the differing values, parenting beliefs, cultural or otherwise that are associated with sleep and rest.

Definitions

Rest: Rest is a period of inactivity, solitude, calmness or tranquillity, and can include a child being in a state of sleep.

Safe sleeping environment: A safe sleeping environment means that all potential dangers have been removed and the child is sleeping in a safe place. Keep children's bed away from hanging cords such as blinds, curtains, or electrical appliances as they could get caught around the child's neck.

SIDS: The sudden and unexpected death of an infant under one year of age with an onset of a fatal episode occurring during sleep, that remains unexplained after a thorough investigation, including performance of a complete autopsy and review of the circumstances of death and the clinical history.

Eligibility

Learning Links Early Education and Care Services – Preschool.

Responsible

Responsibilities for the policy are:

| Person | Responsible for |
|----------------------|--|
| Nominated Supervisor | <ul style="list-style-type: none"> • "Take reasonable steps to ensure that the needs for sleep and rest of children being educated and cared for by the service are met, having regard to the ages and developmental stages and individual needs of the children." (Regulation 81). • Ensure there is adequate and safe bedding available to children that meet Australian Standards. • Ensure that areas for sleep and rest are hygienic, well ventilated and have natural lighting. • Ensure safe supervision of sleeping and/or resting children. • Maintain up to date knowledge regarding safe sleeping practice and communicate this information to educators and families. |

| | |
|---------------------------|--|
| Children's Services Staff | <ul style="list-style-type: none"> • Consult with families about children's sleep and rest needs. Staff will be sensitive to each child's needs to ensure that sleep and rest times are a positive experience. • Ensure that beds are clean and in good repair. Beds will be wiped over with warm water and neutral detergent and air dried between each use. • Ensure beds and bedding are stored in a clean and ventilated space. • Ensure that bed linen provided by parents/carers is for use by their own child. • Ensure the rest environment, equipment and materials are safe and free from hazards. • Create a relaxing atmosphere for resting children by playing relaxation music, reading stories, facilitating cultural reflection, turning off lights and ensuring children are comfortably clothed. The environment should be tranquil and calm for both staff and children. Staff will sit near resting children and support them by encouraging them to relax and listen to music or stories. Children do not need to be "patted" to sleep. By providing a quiet, tranquil environment, children will choose to sleep if their body needs it. • Encourage children to rest their bodies and minds for 20-30 minutes. If children are awake during this time, they will be provided quiet experiences for the duration of rest time e.g. books to read • Maintain adequate supervision and staff ratios throughout the rest period. • Supervise children to ensure their face is uncovered. • Assess each child's circumstances and current health to determine whether higher supervision levels and checks may be required. • Children who are unwell and resting will be given the highest supervision priority and monitored constantly especially if the child has: a high temperature, vomited or received minor trauma to their head. • Students or volunteers will not be left unsupervised when settling children for a rest. • Communicate with families about their child's sleeping or rest times and the Preschool policy regarding sleep and rest times. • Respect family preferences regarding sleep and rest and consider these daily while ensuring children feel safe and secure in the environment. Conversations with families may be necessary to remind families that children will neither be forced to sleep nor prevented from sleeping. Sleep and rest patterns will be recorded daily for families. |
| Parents/Carers | <ul style="list-style-type: none"> • Ensure bed linen supplied is clean, in good repair and labelled with their child's name. |

Related documents**Links to:**

Links to Education and Care Services National Regulations: 81, 103, 105, 110, 115

Links to National Quality Standards/ Elements: 2.1.2, 2.3.1, 2.3.2, 3.1

Statutory legislation and considerations:

Education and Care Services National Regulations

Guidelines for SIDS and Kids Safe Sleeping in Childcare Facilities

Australian Consumer Law 2011 - Australian Competition and Consumer Commission

The NSW Work Health and Safety Act 2011 & the NSW Work Health and Safety Regulation 2011

Sources:

This policy is referenced from Community Early Learning Australia (CELA).

Guide to the National Quality Standard (3) ACECQA (2017)

Guide to the Education and Care Services National Law and the Education and Care Services National Regulations

SIDS & Kids– www.rednose.org

Standards Australia – www.standards.org.au

The Children's Hospital at Westmead – Safety factsheet – Cots and Cot Mattresses
www.kidshealth.schn.health.nsw.gov.au/sites/kidshealth.schn.health.nsw.gov.au/files/safety-factsheets/cots-and-cot-mattresses.pdf

Australian Competition and Consumer Commission

Links to other Policies:

Supervision

Hygiene

Illness, Accident, Incident and Injury

Family Communication and Participation

Enrolment and Orientation

Interactions with Children

Clean and Maintain the Environment

Toileting and Nappy Change

Work Health & Safety

Continued on next page

Procedure

Follow the steps below to provide a safe sleep and rest time:

| Step | Action |
|-------------|---|
| 1 | Staff to set out beds at designated rest times onto clean surfaces keeping beds out of walkways, doorways, entries and exits to the classroom. Beds will be positioned to allow space between children and to minimise children's faces being near one another. |
| 2 | Create a relaxing atmosphere conducive to rest by darkening the room, playing calm music, ensuring adequate air flow etc. |
| 3 | Staff will be available to sit alongside or nearby children to encourage rest and relaxation. |
| 4 | Children not sleeping after a 20-30-minute period will be enabled to participate in a quiet experience e.g. reading books. |
| 5 | Staff will record sleep times for families regarding children who have had a sleep and communicate these to families at pick up time |
| 6 | Children will be transitioned gradually off their beds and encouraged to participate in redressing themselves e.g. socks and shoes, and tidying their sheets or packing sheets away. |
| 7 | Staff will stack beds after rest time. Beds will be stacked in a way that prevents sheets from having contact with other sheets. |
| 8 | Where beds will be used by another child the next day, staff will wipe the bed over with warm water and neutral detergent in between use and allow to dry. |

Document control

This table outlines the control details for this document.

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|----------------|--|
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