



SLEEP AND REST POLICY

Policy number	3.2.9	Version	1
Drafted by	Niki Abel	Approved by Board on	Jul 2019
Responsible person	Nicole Crook	Scheduled review date	Aug 2020

INTRODUCTION

This policy recognizes that sleep and rest are important aspects of a child's wellbeing; and is constructed with the recommendations of the recognised national authority SIDS & Kids. For the purpose of this policy 'rest' is defined as a period of inactivity, solitude and calmness which can include a child being asleep.

PURPOSE

This policy has been created to ensure the safety and welfare of all children during rest time, and to ensure every child has their rest needs met. In accordance with Safe Sleep and Rest in Child Care (NCAC) and SIDS & Kids, as a provider of care to children aged 3-5 years, this policy acknowledges that children over 3 years are at a lower risk of SIDS and as such policy will reflect a balance between safety and comfort/preferences of the child and families.

POLICY

Children in care will be offered a rest unless a parent has requested otherwise. No child will be forced to rest, but will be offered quiet activities during 'rest time'. If parents request, children will be strongly encouraged to rest using techniques such as sitting with, singing, patting back/head; however, if a child still objects then they will still be offered quiet activity as an alternative.

During rest times:

- All children will rest with their face uncovered. If their faces become covered during sleep, educators will uncover.
- Children will be encouraged to lay on their backs to start with, however will be allowed to find a comfortable position.
- Children's rest environments will free from cigarette or tobacco smoke, unnatural light and loud noises.
- Educators will monitor resting children at regular intervals and supervise the rest environment as per licensing regulations/best practice standards.

- Bedding and clothing will be light during rest time, and the rest environment kept at a comfortable temperature.
- All children who have fallen asleep in the service will be monitored regularly with specific attention to breathing patterns.
- Adults will not rest or sleep in same environment as a child or group of children.

Settling children for rest:

- Educators will discuss with parents appropriate and consistent settling techniques and keep notes on the child's sleep and settling needs in their file.
- Educators will modify the file after conversations with the parents when the sleep and settling needs of the child change.
- Child autonomy is important to educators at Patersonia, as such children will never be forced, guilted, shamed, bribed or coerced into sleep. Children will not lose privileges for refusing to sleep.

Rest and sleep equipment and environment

- Children will be provided a floor mat with a sheet and blanket. These are kept in named containers and washed weekly or if needed for other children.
- Mats are cleaned daily after use.
- Every day before rest time the service will conduct a safety check of the resting environments, equipment and/or aids. If staff/carers identify any hazards they will resolve the hazard if possible or alert management.
- The service does not permit the use of hot water bottles, electric blankets or heated wheat bags in children's cots or on mattresses. These items present a risk of children either being scalded or developing hyperthermia (overheating).
- If children are required to rest outdoors, the service will include the provision of safe rest environment in the risk analysis and excursion plan.

RESPONSIBILITIES

1. The Board will:

- Regularly review this policy in line with the Policy Review Schedule and any relevant change in legislation or standard practice.

2. The Business Manager will:

- Ensure that the induction process includes training in this policy.
- Where appropriate, delegate responsibility for compliance to officers with responsibility for particular sections.
- Oversee the performance of subordinate officers in these matters.
- Review and report to the Board, as appropriate, on the effectiveness of the management systems.

- Analyse material breaches and identified compliance system weaknesses for systematic trends and ensure that any adverse trends are addressed.
- Promote a culture of effective policy compliance across the organisation.

3. All staff and volunteers at all levels will:

- Ensure that they are aware of the organisation's policy and undertake actions consistent with it.
- Where appropriate, suggest ways in which practices, systems and procedures could be improved so as to improve the policy.

PROCESSES

The Business Manager will review and change the organisation's procedures to ensure that these are in accordance with the principles expressed in this policy.

Staff and volunteers will follow these procedures.

RELATED DOCUMENTS

Education and Care Services National Law 2010

Education and Care Services National Regulations 2

Safe Sleep and Rest in Child Care

http://ncac.acecqa.gov.au/family-resources/factsheets/Safe_Sleeping.pdf