

5.28 Sleep and Rest Policy

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

Background: Elonera will ensure that all children have appropriate opportunities to sleep, rest and relax in accordance with their individual needs. We will provide beds and cots 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. Families will be consulted with to address the child's individual sleep and rest requirements. Children, even of the same age, can have different sleep, rest and relaxation needs.

Relevant Legislation: National Regulations: 81 – Sleep and rest; 103 – premises, furniture and equipment to be safe, clean and in good repair; 105 – furniture, materials and equipment; 110 – ventilation and natural light; 115 – premises are designed to facilitate supervision; and 168 – education and care service must have policies and procedures.

Key Resources: ACECQA, National Regulations, Resources Red Nose (formally SIDS), NSW Health Safe sleep for babies, EYLF and NQS (QA2, 2.1.1 - wellbeing and comfort)

Procedures:

- All early childhood staff must have read and be familiar with the following procedures.

Sleep

- Children in Nido will have sleep times recorded when they fall asleep and when they wake up on xplor.
- Staff complete sleep checks every 10 minutes, manually.
- When checking this may include visual, auditory, monitoring skin tone, lip colour.
- A child's breathing and the colour of their skin can be assessed taking into consideration the risk for each individual child considering the age of the child, medical conditions, individual needs and history of health and/or sleep issues.
- In Nido there will be a designated sleep room containing cots and/or mats.
- There will be a staff member in the sleep room until all children have fallen asleep.
- All children are given the opportunity to sleep / rest in a clean and safe environment.
- Children are not forced to sleep.
- Breastfeeding is promoted in the centre.
- Clean sheets and blankets are to be provided for each child by the family at the beginning of each week.
- The bedding is left on the beds until the end of the week where it is returned to the family to wash and bring back.
- If a child goes home sick the bedding will be returned to the family to wash immediately.
- Spare sheets are available if the family forgets, these are washed after each child.
- Mattresses are to be cleaned with disinfectant after each child's use.
- Older children are to be provided with cushions to rest.
- During rest periods, children who are not sleeping are to be provided with the opportunity to participate in restful experiences.
- Sleep areas are to be supervised at all times. Staff to check in every 10 minutes and always be in hearing range of the sleep rooms.
- Cameras are set up to monitor children sleeping at all times.
- Services should consult with families about their child's individual needs and be sensitive to different values and parenting beliefs, cultural or otherwise, associated with sleep and rest.
- If a family's beliefs and requests are in conflict with current recommended practice, Elonera will determine if there are exceptional circumstances that allow for alternate practices. These circumstances will usually be medically based and supported by the recommendations of the child's medical practitioner.
- Ratios are maintained when children are sleeping/ resting.
- The temperature of the room will be monitored and set at a suitable level all year round.
- Children are permitted to use dummies that the family provides. Families must send dummy in a container that keeps it clean. The educators will give the dummy to the child and help the child to put the dummy back in the container after their sleep.
- Safe sleep information will be included in any new staff members induction.
- Children are always assigned the same bed placement.
- Careful consideration is given when allocating a sleeping position to ensure that light sleepers are not disturbed.

- Loose, excess or hooded clothing is removed to prevent overheating. Jewellery is removed to prevent injury.

Cots/ Mattresses

- Cots are available when needed.
- Cots must have firm, clean well fitted mattress (not have more than a 20mm gap between the mattress sides and ends)
- There is a maximum of 6 cots per room.
- The cot room must have adequate ventilation, visual access/ supervision, wide doors (to allow a cot to be moved in an emergency).
- Each child who has a regular sleep will have access to a cot or mattress.
- All cots must meet Australian Standard (AS/NZS 2172), this must be displayed. The cots are to be used in accordance with manufacturer's recommendations.
- Babies should not be left in a bassinet, hammock, play pen or pram/stroller to sleep, as these are not safe substitutes for a cot.
- Cots will be positioned away from blind or curtain cords, heaters or mobiles, with a gap of at least 800mm.
- Older toddlers to sleep on mattress on the floor of their room or in the sleep room.
- Staff are to ensure that cots and mattresses are arranged so there is easy access to each child and that accessibility to an exit is maintained at all times.
- When a young child is observed attempting to climb out of a cot, it is time to move them out of a cot.

Babies (0- 24 months)

- Babies to be placed on their back to sleep (unless advice in writing is received from a medical practitioner stating a different position is to be used.)
- Babies will be placed with their feet at the bottom of the cot to prevent wriggling under bedclothes. Take off excess clothing.
- No pillows, quilts, doonas, duvets, lambskins, bumper pads, or soft toys are to be placed in infant's cots.
- Light weight wraps such as cotton or muslin only to be used to wrap infants.
- Blankets or bunny rugs are not to be used for wrapping infants as they may cause overheating.
- Only use open weave blankets in cots and ensure they are tucked in securely
- Ensure that infants are wrapped from below the neck to avoid covering the face. There should be good circulation around the baby's face.

Toddlers and preschool aged children (18 months and older)

- Toddlers will be placed on their back to rest, unless otherwise directed in writing by the child's medical practitioner.
- If toddlers turn over during their sleep, we allow them to find their own sleeping position.
- A toddler's face is not to be covered with bed linen.
- If using a cot, toddlers will be placed with their feet closest to the bottom end of the cot to prevent them from wriggling down under bed linen.
- Quilts and duvets will not be used to cover toddlers in a cot or on a mattress / bed. Pillows, lamb's wool and cot bumpers will not be used.
- Light bedding is the preferred option, which must be tucked in to prevent the toddler from pulling bed linen over their face.
- Sleeping bags with a fitted neck and arm holes are an alternative option to bed linen and encourage a toddler to rest on their back. If parents request to continue using the sleeping bag option when the toddler rests on a mattress, then the service will comply.
- Quiet experiences will be offered to those toddlers who do not fall asleep
- Calm relaxing music may be played to create a soothing rest environment.

Rest / Relaxation times

- For children who do not wish to sleep but show signs of tiredness, a comfortable, safe and quiet area must be available for them to rest.
- For children who do not wish to sleep or rest, quiet activities that are not disruptive to sleeping children are available.

Communication with Families

- Sleeping requirements are to be discussed with families during the orientation interview and updated regularly through informal discussions with the families at the beginning and end of each day.
- If a family has indicated that they do not want their child to fall asleep, but a child falls asleep on their own this indicates that the child does need a rest and they will not be woken up.
- If a family has indicated that their child needs a rest all care will be taken to encourage the child to sleep, however, children will not be forced to sleep.
- When a child transitions from a cot to a mattress parent are informed.

Document Control

| Original release date: | | 19.09.2018 | | | |
|--|------------|---|---------------------|--|------------------|
| This version of the guidelines will replace the following version: | | | | | |
| Document owners (initial sign off requirements): | | | | | |
| Elonera Montessori Staff | | | | | |
| Deputy Principal | | | | | |
| Head of School | | | | | |
| | | | | | |
| Process owners (final sign off requirements): | | | | | |
| Elonera Montessori School Board | | | | | |
| Revision and status: | | | | | |
| Rev. No. | Date | Change Description | Prepared by | Reviewed by | Approved by |
| 1.0 | 18.09.2018 | | Kati Passot | Board | Board |
| 1.1 | 21.10.2021 | Updates made to reflect sleep checks and camera use | Early Learning Team | Nominated Supervisor and Educational Leader (Deputy) | Deputy Principal |
| Current status of this guideline: | | | Live | | |
| Next review required: | | | | | |