



**Kinburra Preschool**

# Sleep and Rest Policy

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All children have individual sleep and rest requirements that need to be met. Children need a comfortable and 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.

## NATIONAL QUALITY STANDARD (NQS)

QUALITY AREA 2: CHILDREN'S HEALTH AND SAFETY		
2.1	Health	Each child's health and physical activity is supported and promoted
2.1.1	Wellbeing and comfort	Each child's wellbeing and comfort is provided for, including appropriate opportunities to meet each child's needs for sleep, rest and relaxation.
2.2	Safety	Each child is protected.
2.2.1	Supervision	At all times, reasonable precautions and adequate supervision ensure children are protected from harm and hazard.

QUALITY AREA 3: PHYSICAL ENVIRONMENT		
3.1	Design	The design of the facilities is appropriate for the operation of a service.
3.1.2	Upkeep	Premises, furniture and equipment are safe, clean and well maintained.

EDUCATION AND CARE SERVICES 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 designed to facilitate supervision
168	Education and care service must have policies and procedures
176	Time to notify certain information to Regulatory Authority

**RELATED POLICIES**

Dental Health Policy Family Communication Policy Furniture and Equipment Safety Policy Health and Safety Policy	Interactions with Children, Family and Staff Policy Physical Environment Policy Respect for Children Policy Work Health and Safety
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**PURPOSE**

Kinburra Preschool will ensure that all children have appropriate opportunities to sleep, rest and relax in accordance with their individual needs. The risk of Sudden Infant Death Syndrome (SIDS) will be minimised by following practices and guidelines set out by health authorities. If a family’s beliefs and requests are in conflict with current recommended evidence-based guidelines, our service will need to determine if there are exceptional circumstances that allow for alternate practices. Kinburra Preschool will only approve an alternative practice if the service is provided with written advice from and the contact details of a registered medical practitioner accompanied by a risk assessment and risk minimisation plan for individual children. We have a duty of care to ensure children are provided with a high level of safety when sleeping and resting and every reasonable precaution is taken to protect them from harm and hazard. In meeting the service’s duty of care, it is a requirement that all educators implement and adhere to this policy to ensure we respect and cater for each child’s specific needs.

**SCOPE**

This policy applies to children, families, staff, management and visitors of the service.

## IMPLEMENTATION

Children have different sleep, rest and relaxation needs. Children of the same age can have different sleep patterns, which nominated supervisors and educators need to consider within the service. As per Standard 2.1 (element 2.1.2) of the National Quality Standard, each child's comfort must be provided for and there must be appropriate opportunities to meet each child's sleep, rest and relaxation needs (ACECQA).

Kinburra Preschool defines 'rest' as a period of inactivity, solitude, calmness or tranquility, and can include a child being in a state of sleep. Considering the busy and energetic nature of children's day, we feel that it is important for children to participate in a quiet/rest period during the day in order to rest, relax and recharge their body. Effective rest strategies are important factors in ensuring a child feels secure and safe in an early childhood environment.

Effective rest and sleep strategies are important factors in ensuring a child feels secure and safe in an early childhood environment. Kinburra Preschool will consult with families about their child's individual needs, ensuring they are aware of the different values and parenting beliefs, cultural or opinions associated with sleep requirements.

### Management will ensure:

- Reasonable steps are taken 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, developmental stages and individual needs of each child.
- There are adequate numbers of bedding available to children that meet Australian Standards.
- Sleep and rest environments are safe and free from hazards
- That areas for sleep and rest are well ventilated and have natural lighting.
- That the supervision window will be kept clear to ensure safe supervision of sleeping children.
- Ensure safe sleep practices are documented and shared with families.

### A Nominated Supervisor/ Responsible Person will:

- 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, development stages and individual needs of the children.
- Maintain up to date knowledge regarding safe sleeping practice and communicate this information to educators and families.
- There are appropriate opportunities to meet each child's need for sleep, rest and relaxation including providing children with comfortable spaces away from the main activity area for relaxation and quiet activities.
- Negotiate sleep and rest routines and practices with families to reach agreement on how these occur for each child at the service.
- Ensure they receive information and training to fulfil their role effectively, including being made aware of the sleep and rest policies, their responsibilities in implementing these, and any changes that are made over time.
- Ensure the child's safety is always the first priority.
- Ensure children who are sleeping or resting have their face uncovered at all times.
- Ensure the sleep and rest environment is free from cigarette or tobacco smoke.

#### Educators will:

- Consult with families about children's sleep and rest needs.
- Be sensitive to each child's needs so that sleep and rest times are a positive experience.
- Ensure that beds/mattresses are clean and in good repair.
- Ensure beds and mattresses are wiped over with warm water and neutral detergent or vinegar between each use.
- Ensure that bed linen is clean and in good repair.
- Ensure bed linen is used by an individual child and will be washed before use by another child.
- Arrange children's beds to allow easy access for children and staff.
- Create a relaxing environment for sleeping children by playing relaxation music, reading stories, cultural reflection; turning off lights and ensuring children are comfortably clothed.
- The environment is tranquil and calm for both educators and children.
- Sit near children encouraging them to relax and listen to music.

- Remember that 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.
- Maintain adequate supervision and maintain educator ratios throughout the sleep period.
- Ensure that all sleeping children are closely monitored and within hearing range and observed.
- Assess each child’s circumstances and current health to determine whether higher supervision levels and checks may be required.
- Communicate with families about their child’s sleeping or rest times and the service 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.
- Encourage children to dress appropriately for the room temperature when resting or sleeping. Lighter clothing is preferable, with children encouraged to remove shoes, jumpers, jackets and bulky clothing.
- Ensure children rest/sleep head to toe to minimise the risk of cross infection
- Monitor the room temperature to ensure maximum comfort for the children.
- Ensure that each child’s comfort is provided for.
- Ensure there are appropriate opportunities to meet each child’s need for sleep, rest and relaxation.
- Ensure that children who **do not** wish to sleep are provided with alternative quiet activities and experiences, while those children who **do** wish to sleep are allowed to do so, without being disrupted. If a child requests a rest, or if they are showing clear signs of tiredness, regardless of the time of day, there should be a comfortable, safe area available for them to rest (if required). It is important that opportunities for rest and relaxation, as well as sleep, are provided.
- Consider a vast range of strategies to meet children’s individual sleep and rest needs
- Respond to children’s individual cues for sleep (yawning, rubbing eyes, disengagement from activities, crying etc)
- Acknowledge children’s emotions, feelings and fears
- Develop positive relationships with children to assist in settling children confidently when sleeping and resting
- Ensure that all sleeping children are closely monitored and within hearing range and observed

## Source

ACECQA. (n.d.). Safe sleep and rest practices: <https://www.acecqa.gov.au/resources/information-sheets/safe-sleep-and-rest-practices>

Australian Children’s Education & Care Quality Authority. (2014).

Australian Competition and Consumer Commission (ACCC). (2013). Find out more: Keeping baby safe:

[https://www.accc.gov.au/system/files/639\\_Keeping%20Baby%20Safe\\_text\\_FA4-WEB%20ONLY.pdf](https://www.accc.gov.au/system/files/639_Keeping%20Baby%20Safe_text_FA4-WEB%20ONLY.pdf)

Early Childhood Australia Code of Ethics. (2016).

Education and Care Services National Law Act 2010. (Amended 2018).

Education and Care Services National Regulations. (2011)

Guide to the Education and Care Services National Law and the Education and Care Services National Regulations. (2017).

Guide to the National Quality Framework. (2018). (Amended 2020).

Red Nose: <https://rednose.com.au/section/safe-practices>

Red Nose: <https://rednose.com.au/section/safe-sleeping>

Revised National Quality Standard. (2018).

Standards Australia – [www.standards.org.au](http://www.standards.org.au)

*The NSW Work Health and Safety Act 2011*

The NSW Work Health and Safety Regulation 2011

## Review

POLICY REVIEWED	February 2021	NEXT REVIEW DATE	February 2022
MODIFICATIONS	<ul style="list-style-type: none"> <li>Rearranged content- Information re: Babies and Toddlers and other specific procedures for educators related to babies and toddlers</li> <li>Added section specifically for pre-school aged children</li> <li>Checked currency of information from sources</li> <li>Additional related policies added</li> </ul>		
POLICY REVIEWED	PREVIOUS MODIFICATIONS	NEXT REVIEW DATE	
February 2020	<ul style="list-style-type: none"> <li>Referenced appropriate content to ACECQA</li> <li>Sources checked for currency</li> <li>Red Nose link added</li> </ul>	February 2021	
February 2019	<ul style="list-style-type: none"> <li>Grammar, punctuation and spelling edited</li> <li>Additional information added to points</li> <li>Sources checked for currency – many links now unavailable: deleted and updated as required</li> <li>Sources/references corrected and alphabetised</li> </ul>	February 2020	