

# CHILDREN'S SERVICES

## Sleep and Rest Policy including Safe Sleep practice for children under 2



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### 1. Introduction

Children will be given the opportunity for rest/sleep as needed and/or appropriate to their age and needs. Ensure that the selection and use of cots, beds and bedding is in accordance with the Education and Care Services National Regulations. Children under the age of two years have specific safe sleeping needs. Staff and Educators will follow guidelines set out by Rednose.

SIDS is the most common cause of death in babies between one month and one year of age. Most babies who die of SIDS are under six months.

### 2. Scope

This Policy applies to all Children's Services operated by Coast Services Group Limited (a wholly owned subsidiary of Coast Community Connections LTD) and our employees. This applies to Early Childhood Programs, Occasional Care, Out Of School Hours Care and Vacation Care programs and services.

### 3. Policy

All children have individual sleep and rest requirements. Children need a comfortable relaxing environment to allow their bodies to rest. This environment must be safe and monitored to ensure children feel safe and secure in their environment. All Educators acknowledge babies and young children need a safe place to rest or sleep. Sleeping arrangements and equipment needs to be safe to reduce the risk of SIDS and or other serious sleeping accidents.

### 4. Procedures and Implementation

Children's Services and Educators will:

- 4.1 When considering the supervision requirements of sleeping children, an assessment of each child's circumstance and needs should be undertaken to determine any risk factors. For example, because a higher risk may be associated with small babies or children with colds or chronic lung disorders, they might require a higher level of supervision while sleeping.
- 4.2 Discuss children's sleeping arrangements with the family.
- 4.3 Ensure Children who require a bottle, are given this prior to going to bed.
- 4.4 Manually record the times physical checks are made in relation to sighting the colour of children's skin and hearing and assessing children's breathing for children who are under 5.
- 4.5 Provide equal opportunities for vigorous play and rest periods in their program to encourage children's overall growth.
- 4.6 Encourage children to rest during the day without forcing any child to sleep.
- 4.7 Follow the childcare practices recommended by the SIDS and Kids Safe Sleeping Program to reduce the risk of SIDS and create a safe sleeping environment.
- 4.8 Provide quiet activities during rest time.

- 4.9 Ensure bedding is age, size and culturally appropriate to meet the needs of each individual child.
- 1.1 Provide all children with an individual clean and comfortable cot, bed or stretcher or other culturally appropriate forms of bedding, and their own clean linen/blankets. Bed linen and clothing will be appropriate to the climate. *(Not Applicable to OSHC)*.
- 4.10 Place children's beds head to toe to minimise risk of spreading infection
- 4.11 Arrange all cots, beds, stretchers, mattresses and bedding
  - 4.11.1 to be in an area that has natural light, and
  - 4.11.2 to allow easy exit of any child, and
  - 4.11.3 to allow easy access to any child, and
  - 4.11.4 to reduce the risk of cross infection between children
- 4.12 Ensure linen used by one child is stored separately between uses (e.g. in a pillowcase, bag, container, etc) and is washed before use by another child. Linen being used by one child only will be laundered weekly, or more often, if soiled.
- 4.13 Clean mattresses and linen regularly.
- 4.14 Place babies under 12 months on their backs for sleeping. Babies under 12 months should only be placed on their tummy or side to sleep if told to do so in writing by the child's medical practitioner.
- 4.15 Ensure babies are checked every 15-20 minutes whilst sleeping.
- 4.16 Ensure babies sleep with their face uncovered.
- 4.17 Ensure that if babies are wrapped or swaddled, only cotton or muslin will be used and the baby's face will not be covered. Educators will place the child on their backs for sleeping
- 4.18 Place babies at the bottom of the cot to prevent them from wriggling down under bedclothes. No quilts or doonas will be used. Bedding will be firmly tucked in at the bottom to prevent them covering the baby's head during sleep.
- 4.19 Ensure that babies are not exposed to cigarette smoke whilst on the premises of the service.
- 4.20 All our beds and Cots meet purchased in Australia and meet the current Australian standards.
- 4.21 Follow manufacturer's guidelines for use of cots.
- 4.22 Ensure that cots are regularly checked & maintained.
- 4.23 Provide mattresses which are firm, clean, well fitting and in good condition.
- 4.24 Each Mattress should fit in the cot base and not have more than a 20mm gap between the mattress sides and ends.
- 4.25 Educator will ensure pillows, cot bumpers, quilts, doonas, duvets, lambskins or soft toys in the cot as these may cover baby's face and make breathing difficult.
- 4.26 Ensure blinds/curtain cords, dangling cords or string including mobiles will be inaccessible to children.
- 4.27 Ensure that restraints are used and done up correctly when a baby is placed in a pram, stroller or bouncer or any other baby/toddler equipment where restraints are fitted.
- 4.28 Provide a minimum of one emergency evacuation cot.
- 4.29 Ensure that sleep rooms have an operational baby monitor.

- 4.30 Sit near resting children and support them by encouraging children to relax and listen to music or stories. Staff will remember that children do not need to be 'patted to sleep.'
- 4.31 Ensure the sleeping environment is quiet, well ventilated and a comfortable temperature for the children to sleep or rest in.
- 4.32 Where a medical condition exists that prevents a baby from being placed on their back, alternate practice will be confirmed in writing between the Service, Parent/Guardian and Medical Practitioner
- 4.33 When a child is capable or observed attempting to climb out of a cot, they will be moved on to a portable floor bed.

## **Other related policies and procedures**

### **Forms and Records**

Sleep charts