



SAFE SLEEP AND REST POLICY

Date: June 2018

Version: 1

Last Amended By: Christine Buckley

Next Review: June 2019

1 Aim

Giggles and Atlas Early learning Centres believe that providing a safe sleeping environment is essential to health and safety of the children. We will ensure that all children have appropriate opportunities to sleep, rest and relax in accordance with their individual needs. Research has found that Sudden Infant Death Syndrome 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, with more babies dying of SIDS in winter than in summer. The risk of Sudden Infant Death Syndrome (SIDS) will be minimised by following practices and guidelines set out by health authorities. We will provide beds and cots that comply with Australian Standards.

2 Responsibilities for the Approved Provider

- 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.” (Regulation 81.)
- Ensure there are adequate numbers of cots and bedding available to children that meet Australian Standards.
- Ensure that all cots meet AS/NZS 2172.
- Ensure that areas for sleep and rest are well ventilated and have natural lighting.
- Ensure that supervision windows will be kept clear to ensure safe supervision of sleeping children

3 Responsibilities of the Nominated Supervisor

- Maintain up to date knowledge regarding safe sleeping practice and communicate this information to educators and families.

4 Responsibilities of the Educators

- Consult with families about children’s sleep and rest needs. Educators will be sensitive to each child’s needs so that sleep and rest times are a positive experience.
- Ensure that bed linen is clean and in good repair. Bed linen is for use by an individual child and will be washed before use by another child.
- Arrange children’s beds and cots to allow easy access for children and staff.
- Arrange children’s beds and cots to allow for appropriate air flow
- Create a relaxing atmosphere for resting children by playing relaxation music, reading stories, cultural reflection, turning off lights and ensuring children are comfortably clothed. The environment should be tranquil and calm for both educators and children. Educators will sit near resting children and support them by encouraging them to relax and listen to music or stories.
- Maintain adequate supervision.
- 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. The room temperature will be considered to ensure maximum comfort for the children.
- Children will be placed on their back to rest, unless otherwise directed in writing by the child's medical practitioner.
- If a child turns over during their sleep, allow them to find their own sleeping position, but always lay them on their back when first placing them to rest.
- At no time will a child's face be covered with bed linen.

Educators/staff will at all times meet the National Regulations:

- To ensure that bedding is arranged to prevent cross infection.
- Allow easy access and exit of children.
- The sleep/rest area is adequately ventilated and has natural light.
- No children over the age of seven sleep in the same room with any child of the opposite sex.
- No child sleeps in the same room that an adult sleeps in.

All beds and mattresses will be appropriately cleaned and maintained. The sheets will stay on the bed if your child attends more than one day in a row. If not, the sheets will be removed and cleaned ready for new sheets to be placed on the bed.

5 Children in Cots

- Give bottle-fed children their bottles before going to bed. Children will not be put in cots or in beds with bottles as per the Dental Health Policy.
- Observe children at 10-minute intervals while they sleep in these rooms. Record time and signature when observed.
- Video Monitors will be placed out where all educators can see the monitor
- All Children in the cots will be requested to bring in a SIDS approved sleeping bag and not sheets and/or blankets will be used in the cot unless on request from the parent no to use a sleeping bag.
- Ensure that cot mattresses are clean, firm and the correct size for the cot frame.
- Make up cots to comply with SIDS safe sleeping guidelines. Babies will be placed on their backs to sleep, but they will be able to find their own sleeping position. No loose bedding is to be available to the child. Bed linens will be firmly tucked under the mattress to reduce the risk of a child covering their face. Put the baby's feet at the bottom of the cot so the baby cannot slip down under the covers. Tuck the baby in securely so bed linen is not loose. No doonas, duvets, pillows or cot bumpers will be placed in cots.
- Securely lock cots sides into place to ensure children's safety.
- Cot rooms will be air conditioned and maintained at an appropriate temperature.
- Be aware of manual handling practices when lifting babies in and out of cots.
- Participate in staff development about safe sleeping practices. The education and care service will access the SIDS & Kids resource kit and provide information to families on safe sleeping practices.

6 Responsibilities of the Family/Guardian

- All families must supply the centre's preferred sheets that fit the children's beds. These sheets can be purchased from the centre or the centre can provide you with a pattern. All children are required to have the preferred sheets on their first day of attendance.
- All families must take sheets home on child's last day of attendance at the centre and wash them, cleaned and ready for return for the following week.
- Parents/guardians are to advise staff at enrolment of any special patterns or cultural practices that your child has which will enable us to maintain consistency and continuity with practices at home. It is also important to update this information throughout your child's time in care or as special circumstances arise – e.g. your child had a restless night and may need to go to sleep earlier; your child slept in and may not need a sleep.... You can do this verbally or in the communication book.

7 Related Statutory Obligations & Considerations

Australian Children's Education and Care Quality Authority (ACECQA) <http://www.acecqa.gov.au/>
Australian Competition & Consumer Commission - <https://www.accc.gov.au/> and
https://www.productsafety.gov.au/system/files/Keeping%20baby%20Safe_0.pdf

Department of Education - <http://www.dec.nsw.gov.au/what-we-offer/regulation-and-accreditation/early-childhood-education-care>

Early Years Learning Framework (EYLF) - <http://files.acecqa.gov.au/files/National-Quality-Framework-Resources->

[Kit/belonging being and becoming the early years learning framework for australia.pdf](http://files.acecqa.gov.au/files/National-Quality-Framework-Resources-Kit/belonging_being_and_becoming_the_early_years_learning_framework_for_australia.pdf)

Education and Care Services National Regulations (Children (Education and Care Services) National Law (NSW) <http://www.legislation.nsw.gov.au/#/view/regulation/2011/653>

National Quality Framework (NQF) - <http://acecqa.gov.au/national-quality-framework/>

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

8 Related Telephone Numbers

- Early Childhood Directorate – 1800-619-113
- Department of Health – 1800-020-103

9 Amendment History

| Version | Amendment | Short Description |
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| 1 | Policy template reformatted | Policy template reformatted – use of different headings to make clearer reading. |

This policy will be updated to ensure compliance with all relevant legal requirements every year. Appropriate consultation of all stakeholders (including staff and families) will be conducted on a timely basis. In accordance with Regulation 172 of the *Education and Care Services National Regulation*, families of children enrolled will be notified at least 14 days and their input considered prior to any amendment of policies and procedures that have any impact on their children or family.