

## Sleep Policy

### Rationale:

The *Education (Early Childhood Centres) Regulations 1998* require all licensed and chartered early childhood centres to have facilities and processes in place to ensure that children can have a safe and undisturbed sleep or rest as they require.

### Objectives:

- To ensure that children's individual sleep and rest requirements while at Small World are determined in full consultation with parents and families.
- To ensure that sleep environments, beds and bedding are maintained to the highest standards.
- To ensure that sleeping and resting children are effectively monitored and that their comfort, safety and well being are assured at all times.

### Procedures:

- All used bed linen will be washed daily.
- The times that children fall asleep and wake will be documented by staff and made available to parents and families each day and retained for seven years.
- Staff will be supportive of children's use of comforters such as blankets and cuddly toys etc.
- Students and itinerant relievers will never be left alone with sleeping or resting children.
- Waking children will be supported to reconnect with the awake world gently.
- Children in nappies will have their nappies checked and attended to immediately before and immediately after the sleep period.
- Room temperatures and ventilation in sleep areas will be monitored regularly by Small World staff and adjusted as required.

### Infants

- Children under two will follow their own sleeping routines.
- When children under two are asleep, a permanent teacher (or regular Small World reliever) will be in the sleep area or – depending on the number of children awake and asleep – monitor sleeping children every five minutes.
- Monitoring of sleeping children is documented every ten minutes.
- Each child has their own labelled cot with sleep preferences clearly identified – cots are safety approved and a firm fitting mattress and sheet are used.
- Cots will be arranged to protect against cross infection and to ensure ease of access.
- Children under two will be dressed (or undressed) by staff to ensure that clothing is appropriate for sleep (non-restrictive, warm or cool – as required).
- A baby monitor is used in the sleep room as required and at staff's discretion.

## **Toddlers and Older Children**

- When children over two are asleep, a permanent teacher (or regular Small World reliever) will be in the sleep area at all times.
- Beds will be arranged to protect against cross infection and to ensure ease of access.
- Toddlers will have a designated rest period after lunch for approximately two hours.
- Toddlers will be supported to remove their own clothing and to place it under their bed.
- Older children who do not sleep will be encouraged to have a 'rest' or to pursue a quiet activity immediately after lunch (for a maximum of twenty-five minutes).