



# Sleep and Rest Policy

- Education and Care Services National Law Act 2010 (version July 2023)
  - 165 Offence to inadequately supervise children
  - 167 Offence related to protection of children from harm and hazards
- “Education and Care Services National Amendment (Bassinets) Regulations 2023 under the Education and Care Services National Law” August 2023
- Education and Care Services National Regulations (version July 2023)
  - 81 Sleep and Rest
  - 82 Tobacco, drug and alcohol-free environment
  - 84A Sleep and rest
  - 84B Sleep and rest policies and procedures
  - 84C Risk assessment for purposes of sleep and rest policies and procedures
  - 84D Prohibition of bassinets
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  - 107 Space requirements – indoor space
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  - 168 Education and care service must have policies and procedures
  - 170 Policies and procedures to be followed
  - 171 Policies and procedures to be kept available
  - 172 Notification of change in policies or procedures affecting ability of family to utilise service
- National Quality Standards
  - 2.1.1 Wellbeing and comfort

## Aim

Bottleforest is committed to ensuring each child’s comfort is provided for and there are appropriate opportunities to meet each child’s need for sleep, rest and relaxation while maintaining safe sleeping environments and educator practices which are based on advice from recognised authorities.

Regulation 81 requires Approved Providers and Nominated Supervisors to *“must 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”*

Quality Area 2 of the National Quality Standards provides guidance on sleep, rest and relaxation in element 2.1.1

Educator’s at Bottleforest Long Day Care participate in regular safe sleep training with Red Noses. Our safe sleep and rest policy is created in consultation with red noses.

If a family's beliefs and practices conflict with Red Nose, the service will only endorse an alternative practice if the service is provided with written advice from of a registered medical practitioner. In meeting the service's duty of care, it is a requirement that all educators implement and adhere to this policy.

Our service believes in a short period of rest each day for every child to ensure their growth and development. We will aim to respect and cater for each child's specific needs. Educator's can not force a child who is showing signs of tiredness to stay awake, we can limit sleep duration to provide a sleep cycle (around 45minutes) but we can not deny a child's need to sleep.

## **Implementation**

### **Safe resting practices for babies in cots (birth to 24 months)**

- Babies should be placed on their back to sleep when first being settled. Once a baby has been observed to repeatedly roll from back to front and back again on their own, they can be left to find their own preferred sleep or rest position (this is usually around 5–6 months of age). Babies aged younger than 5–6 months, and who have not been observed to repeatedly roll from back to front and back again on their own, should be re-positioned onto their back when they roll onto their front or side.
- As of October 1<sup>st</sup> 2023 bassinets are no longer allowed on the premise of any education and care service.
- If a medical condition exists that prevents a child from being placed on their back, the alternative resting practice must be directed in writing by the child's registered medical practitioner.
- If older babies turn 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 baby's face be covered with bed linen.
- All families are encouraged to bring a sleeping bag and fitted cot sheet from home each day, that will be sent home at the end of the day. If no sleeping bag is brought from home children will be in the cot with only a fitted sheet, no other loose bedding (ie a sheet or blanket)
- Once children can roll, they will not be wrapped with their arms in.
- Quilts and duvets will not be used as bed linen. Pillows, soft toys, lamb's wool and cot bumpers will not be used.
- Children will not be placed in the cot with hoodies on, they will be dressed in an appropriate sleeping bag for the temperature of the room.
- Calm relaxing music will be played.
- Dummies will be provided but they will not be attached to chains.
- Children will not be put in a cot with a bottle.

Children in the 0-2 year old room should pack a fitted cot sheet and appropriate sleeping bag.

### **Cots**

All cots meet Australian Standards for Cots and be labelled AS/NZS 2172:2010 or AS/NZS 2195:2010. Cot mattresses should be in good condition, clean, firm, flat and must fit the cot base with no more than a 25mm gap between the mattress and the sides of the cot.

**Prams and strollers are not to be used for children to sleep or rest in.**

### **Cot room temperature**

Red noses recommend It is not necessary to monitor the room temperature or to leave the heating or cooling on while children are sleeping, as long as the baby is dressed appropriately for the room temperature: Dress baby as you would dress yourself – comfortably warm, not hot or cold. A good way to check baby's temperature is to feel the baby's back or tummy, which should feel warm (don't worry if baby's hands and feet feel cool, this is normal).

Bottleforest has thermometers in each sleeping space so educators can ensure a comfortable environment. The windows within the sleep spaces will be open throughout the day to ensure good ventilation in the environment. On cold winter days the heater maybe used to warm the room with the door open, however must not be on while there are children sleeping in the cot room. During warmer days the ceiling fan will be used to increase air flow.

### **Safe resting practices for all other children 2-5 years**

Sleep has a very important role in the life of children, and a role in their lifelong development and health. Children with poor quality or insufficient sleep are less able to regulate their emotions and behaviour, have difficulty concentrating, and may be at higher risk of accidents, injury and illnesses.

Early Learning Services must provide all children with an appropriate amount of sleep and relaxation throughout the day. Children who no longer need a nap, or at least don't need one every day, still need some time during the day for rest, recuperation, or just for some 'down time' to relax. Both the Snugglepots and Cuddlepies rooms have a period of quiet time during the day, within this time children may fall asleep or participate in some quiet activities.

Similarly, to the 0-2 room families are encouraged to bring cot sheets from home that fit our floor mattress. Families are welcome to pack a sleeping bag if they prefer or a sheet or light blanket maybe provided.

No children will be put to sleep with hoodies or dummy chains.

### **Practice Implemented by Educators and Approved Provider**

- Educator's must conduct regular checks on sleeping children at 10-minute intervals these checks will be logged on HubHello.
- Approved Provider is required to conduct a risk assessment for sleep and rest in consultation with educators and review annually or as soon as practicable after becoming aware of any circumstance that may affect the safety, health and wellbeing of children during sleep and rest.
- Ensure children's clothing is appropriate during sleep times and does not have any items that are loose and could get tangled and restrict breathing (including but not limited to bibs, scarves, ribbons. Remove bibs, jewellery and clothing with hoods.
- Educator's will participate in training and refreshers for safe sleeping practices.

- Monitor to ensure the care environment, including sleep and rest areas, are well ventilated, either with fresh air from open windows if safe to do so, or using mechanical ventilation if needed.
- Monitor sleep checks for all children and ensure records are maintained for all ages using the electronic method on HubHello.
- Monitor to ensure sleep and rest environments are free from cigarette or tobacco smoke (including vape).
- Ensure that a bassinet is not on the education and care premises at any time during which children are being educated and cared for by the service. This includes being brought into the service by families.
- Maintain supervision of sleeping and resting children including regular physical bed-side checks including visual inspection of the child's:
  - sleeping position
  - skin and lip colour
  - breathing
  - body temperature
  - head position
  - airway
  - head and face
  - ensuring they remain uncovered.
- Report issues with day to day sleep practice, environment and equipment to the nominated supervisor or provider.

#### **Safe Sleeping Environments**

- Ensure the care environment, including sleep and rest areas, is well ventilated, either with fresh air from open windows if safe to do so, or using mechanical ventilation if needed.
- Identify and remove potential hazards from sleep environments.
- Use only clean cots, beds, mattress and bedding. Ensure equipment is in good repair and that cots meet Australian Standards.
- Remove any damaged equipment and report to the Nominated Supervisor.
- Ensure soiled bedding is sealed in a plastic bag and kept out of reach of children until collected by families.
- Wash service sheets between each child's use and at least weekly.
- Ensure cots and beds are cleaned daily or between use by different children as per recommendations from Staying Healthy in Early Education and Care, using detergent and water or a similar product. Soiled beds should be cleaned as per the Health and Hygiene Policy.
- Ensure changes to sleeping environments are made where identified.

Policy updated: 17/1/2024

To be read in conjunction with Sleeping Area Risk Assessment – within policy folder

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