



Sun Protection Policy

This policy has been written in line with guidance from 'Sun safe' - a national accreditation programme which assists settings in their duty to care and safeguard children against UV damage and prevent skin cancer through education.

It is vital that children are adequately protected against damage by the sun. We will work with staff, parents and carers to achieve this by taking the following precautions;

1. It is the parent's responsibility to provide us with sun creams of an appropriate factor level (above factor 30) and suitable for your child's skin._
2. It is the parents responsibility to provide us with adequate protective clothing e.g. sun hats, sun glasses and clothing to cover shoulders and backs._
3. It is the nursery responsibility to apply sun cream appropriately e.g. individual creams, following instructions & applying before going outside and re-applying throughout the day etc._
4. We will monitor the time spent in the sun and the outdoor temperatures e.g. times of the day relating to the strength of the sun, length of outdoor sessions, providing shaded areas and provision for various activities._
5. Children will spend more time in the garden before 11am and after 3pm during sunny weather. In extreme hot weather, garden use will be kept to a minimum to avoid prolonged sessions in the sun. _
6. Nursery staff will discuss sun protection with the children appropriate to their age and understanding._
7. All staff will be educated about the importance of sun protection and the risks involved in protecting both themselves and others._
8. Staff will be encouraged to wear sun hats/sun cream and sunglasses to provide positive role models to the children._
9. Staff will closely monitor the levels of sun cream and keep parents updated when new bottles are required. In the event of a child not having suncream at nursery, parents will be contacted to bring some into the nursery. In the event, this is not possible, nursery will stock sun cream which (with parental consent) can be purchased and used on their child.



Sleep Policy - EYFS (2024) 3.69

"Sleeping children must be frequently checked to ensure that they are safe. Being safe includes ensuring that cots/bedding are in good condition and suited to the age of the child, and that infants are placed down to sleep safely in line with latest government safety guidance"

It is important that babies/young children get **all** the sleep they need as it plays a big part of a child's good health. Daytime naps provide children with much needed downtime which is crucial for their physical and mental health. As such nursery staff, will prioritise and implement good sleep routines in all rooms of the nursery.

Staff will promote an environment which supports good sleep practices for babies and young children to ensure that they do not become over tired which can affect their behaviour, mood and impact on their bedtime routines.

We will ensure that all children receive the rest and sleep that they need during the nursery day and regard it to be a highly important part of their personal and developmental needs.

Babies and children can become very tired during the nursery day often more so, than when they are at home. The nursery environment is busy, providing lots of active and physical play both indoors and outdoors. Therefore, children need the opportunity to have periods of rest/sleep.

The requests and wishes of parents are always valued and respected and staff work closely with them to ensure all children's needs are met. For our oldest children, we ensure that there are areas for them to sit and have time to rest for example in cosy corners or quiet rooms. For younger children, beds are provided after lunchtime to enable them to have a comfortable rest/sleep. Cots are provided for our babies, enabling them to have a flexible sleep pattern which is undisturbed by older children.

Some parents prefer their children to only have a short sleep fearing that it affects their night time sleep. This will be taken into account **provided** it is in the child's best interests. We understand that every child's needs are different, routines at home vary considerably for different families and children will naturally have changes to their routines as they grow. We will always ensure a flexible approach to allow children the time they need to rest/sleep and encourage parents/carers to talk to us about sleep patterns at home.

Sleep Routines

Each parent/carer will complete an 'All About Me' sheet when their child joins the setting. This will provide details about their individual sleep routines/positions. Children will not be left to cry themselves to sleep or be left for long periods of time to 'drop off' to sleep.

Individual sleep routines are followed rather than one set sleep time for all children. We create an environment that helps to settle children that require sleep, for example dimming the lights/using soft music where applicable. We will ensure that we continue to meet the needs of the children that do not require a sleep and ensure that they can continue to play, learn and develop. This may involve taking children outdoors or linking with other rooms/ children.

When getting children to sleep staff will ensure children have:

A clean nappy

Outer clothes removed

Been fed or had a drink

All bibs removed

A comforter or dummy if needed

Staff give children time to 'wake up' and adjust back into the nursery routine, for example, children can rest on the bed when they wake up, are offered a drink and provided with quieter activities such as books to enjoy before joining the rest of the group for busier and more active play.

Children need sleep and rest periods to help development. Children develop at different rates and we will best meet their needs throughout the day particularly as they grow older and they reduce the length or the frequency of their day time sleep. Older children will be provided with a quieter area which is used for peaceful activities and naps.

Sleep Areas

Staff will ensure that there are suitable areas in each room which allow children to rest and relax.

All babies/children will have their own space to sleep. The youngest children (normally under 1 year old) will sleep in cots and all children over 1 year old will have their own individual sleep mat.

All cots and sleep mats are cleaned regularly. Bedding is used for individual babies/children and changed weekly.

Staff will supervise all sleeping children and they will be monitored every 10 minutes. Video baby monitors will be used and checks are recorded every 10 minutes. As good practice, we monitor babies under six months or a new baby sleeping during the first few weeks, every five minutes until we are familiar with the child and their sleeping routines, to offer reassurance to them and families.

Checking a sleeping child will involve:

-visually checking they are breathing or staff putting their hand either on the back or near to the child's mouth to feel for breath

-Ensuring the child is well

-Ensuring that the child is not too hot or too cold

-Ensuring that all sheets or blankets are not wrapped around the child.

Sudden Infant Death Syndrome [Cot Death]

Nine out of ten deaths from SIDS occur within the first six months; however, we follow the guidelines from the Foundation for the Study of Infant Deaths 2012 and Lullaby Trust to ensure their continued safety. We make sure that:

- We monitor the room temperature.
- use clean, light bedding and blankets as well as ensure babies are appropriately dressed for sleep to avoid overheating.
- Only use safety approved cots or other suitable sleeping equipment [i.e, mats] that are compliant with British safety standard regulations.
- We only let babies sleep in prams or buggies if they lie flat and we have parents written permission

- Enable babies to sleep outdoors where appropriate and with parents permission.
- Cots or prams are never left in direct sunlight or next to radiators
- Not using cot bumpers or cluttering cots with soft toys although comforters maybe given where required.
- Keeping all spaces around cots and beds clear from hanging objects i.e, hanging cords blind cords and drawstring bags.
- Babies are placed on their back to sleep, if a baby has rolled onto their tummy, we turn them onto their back again unless they are able to roll from back to front and back again, on their own, in which case we enable them to find their own position.
- We follow the 'feet to foot' sleeping position.
- Transferring any baby that falls asleep while being nursed by a practitioner to a safe sleeping surface to complete their rest.
- Babies/toddlers are never put down to sleep with a bottle to self-feed.
- We ensure all mattresses are in first class condition, clean and fit for purpose.

Comforters

Comfort blankets and soft toys are welcomed as we recognise the huge reassurance and comfort that they bring to babies/children especially when they are settling into nursery and during sleep/rest times.

Parents may wish to provide dummies for their baby/child as they can also provide comfort at sleep/rest times. Dummies will be restricted to sleep and rest times and are not encouraged in play areas as they can restrict a child's speech, interaction with others and language development.

If a child has a dummy, parents should ensure that it shows no signs of wear and tear, including, holes/rips or discolouration and in addition parents should provide a named sealed, hygienic dummy pot to store the dummy in when not being used.

Sleep Records

Staff will record the sleep times of all children on the white boards in the rooms. This is available for parents to read at the end of the day and shared with parents verbally at the end of the day.

Additional Information/Resources to support Parents/Carers/Staff can be found at:

<https://www.nhs.uk/conditions/sudden-infant-death-syndrome-sids/>

<https://www.nhs.uk/conditions/baby/caring-for-a-newborn/reduce-the-risk-of-sudden-infant-death-syndrome/>

[*The Lullaby Trust - Safer sleep for babies, Support for families*](#)

[Home - The Sleep Charity](#)

[Healthy sleep tips for children - NHS \(www.nhs.uk\)](#)

[The The Rabbit Who Wants to Fall Asleep: A New Way of Getting Children to Sleep: Amazon.co.uk: Ehrlin, Carl-Johan Forssén, Maununen, Irina: 9780241255162: Books](#)





Key Person Policy
EYFS 2024 (3.34)

In order to meet the individual needs of all children and provide continuity of care, the nursery will assign a key person to each child either when they enter the nursery or soon after their settling in visits. This person helps support the child during times of transition but is also there as a port of call for parents. The key person system enables the child to bond with a familiar adult whilst promoting their overall development.

Procedure

The role of the Key Worker is to:

- help the baby or child to become familiar with the nursery and to feel confident and safe within it.
- meet the needs of each child in their care and respond sensitively to their feelings, ideas and behaviour.
- provide a wide range of challenging and interesting activities which support the child's individual interests and learning styles.
- endeavour to make close links with the parents of their key children to make sure that the child is being cared for appropriately for each family as well as provide feedback to parents/carers at the beginning and end of the day.
- Support the child with the transition of moving up through the rooms within the nursery which will involve working with other staff and the child's parents/carers. For example, the current key person will settle their key child into the next room slowly introducing the new key person. This will ensure that the transition is seamless and that the new key person is equipped with enough information relating to the child to continue planning for their development.
- Share observations and assessments through the electronic learning journey system. This supports the practice guidance provided in the Early Years Outcomes within the Early years Foundation Stage.

If there is a period of time that a member of staff is on holiday or absent from nursery, we put the 'buddy system' in place. The 'Buddy system' allows the child to be able to settle in to the room with another member of staff to ensure continuity of care for the children. The Key person and the Buddy share information on their key children, and work together to complete trackers to track the child's development and look for any areas for improvement or concern.