

TWINKLE TOES DAY NURSERY

Safer Sleep Policy

Policy lead: Nursery Manager

Applies to: All staff caring for children who rest or sleep during the nursery day

Date reviewed: October 2026

Next review: October 2027, or sooner if guidance or nursery procedures change

1. Introduction and purpose

Twinkle Toes Day Nursery recognises that sleep and rest are important for children's health, development, emotional regulation and wellbeing. We are committed to ensuring that every child who sleeps or rests at nursery is cared for safely. This policy follows the Early Years Foundation Stage (EYFS) statutory framework 2026, including section 3.84, which requires sleeping children to be checked frequently and their sleep equipment and bedding to be suitable, safe and in good condition.

Staff must follow current NHS safer sleep guidance and any relevant individual care plans or medical advice.

2. Safe sleep procedures

- Children may sleep or rest only in designated areas with suitable, age-appropriate sleep equipment.
- All sleeping children must be checked at least every **10 minutes**, with each check recorded on the Ovivio app
- Staff must increase monitoring where a child's individual needs, health, age or risk assessment require it.
- Sleep areas must remain visible and accessible to staff and free from hazards.
- Bedding and equipment must be clean, in good condition and appropriate for the child's age and stage of development.
- Room temperatures must be monitored and recorded according to nursery procedures. For babies, aim for a comfortable sleeping environment of approximately **16–20°C**, avoiding overheating, temperature will be recorded on Ovivio app.
- Children must never be left unattended in an unsafe sleeping position or environment.

3. Supervision and monitoring

Staff must remain within sight or hearing of sleeping children and be able to respond promptly. The required staff-to-child ratios must be always maintained.

Each sleep record must include:

- The child's name.
- The time the child fell asleep.
- The time of each check.
- The time the child woke up.

During each check, staff must ensure the child appears comfortable and safe, their breathing and colour do not raise concerns, their face is unobstructed, and the sleep area remains safe.

Parents will be informed daily about their child's sleep patterns. Any unusual sleep pattern, concern or change in wellbeing must be shared with parents and the Nursery Manager promptly. If a child falls asleep in a non-designated area, staff must assess the situation and move the child to a suitable sleep space as soon as it is safe to do so. The child must remain supervised throughout.

If a child is unresponsive, has difficulty breathing or shows signs of a medical emergency, staff must follow emergency procedures, call 999 where appropriate, provide first aid within their training and inform the Nursery Manager and parents.

4. Safe sleep environment

For babies and infants:

- Place the baby on their back at the start of every sleep, unless specific medical advice documented for that child directs otherwise.
- Use a firm, flat, level mattress in a suitable cot for infant sleep (under 1's).
- Where blankets are used, position the baby feet-to-foot and secure lightweight bedding no higher than the shoulders.
- Keep the sleep space clear of pillows, duvets, cot bumpers, soft toys, loose bedding and sleep positioners.
- Keep the baby's head uncovered and adjust clothing and bedding to prevent overheating.

For older children:

- Provide an appropriate, clean and safe rest surface.
- Ensure bedding and clothing are suitable and do not create overheating or entanglement risks.
- Keep the area clear of hazards and supervise children according to their age, needs and risk assessment.

Staff must never force a child to sleep. Children who do not sleep should be offered a quiet, appropriate rest activity in line with their needs.

5. Communication with parents

On admission, staff will discuss each child's sleep routine, usual sleep cues, relevant preferences and any health or developmental needs with parents. Parents should inform the nursery of significant changes to their child's sleep, health or medical advice.

Staff will:

- Share daily information about sleep via Ovivio app
- Inform parents promptly of unusual sleep patterns or concerns.
- Work with families to support children whose sleep patterns affect their comfort, participation or wellbeing.
- Record and communicate any incidents in accordance with nursery procedures.

Parent preferences must be considered alongside safe sleep guidance and the nursery's duty to protect each child.

6. Staff training and responsibilities

All staff who supervise children must read and understand this policy during induction and receive refresher training at least annually, or sooner if guidance or nursery procedures change.

Training must cover:

- Current EYFS requirements, including section 3.84.
- NHS safer sleep guidance and reducing the risk of sudden infant death syndrome (SIDS).
- Safe sleep positioning and suitable equipment.
- Room temperature, clothing and prevention of overheating.
- The 10-minute monitoring procedure and accurate record keeping.
- Recognising signs of distress or illness and responding to emergencies.
- Reporting hazards, concerns and breaches of policy.

Staff must complete sleep records accurately and report concerns immediately to the Nursery Manager or designated safeguarding lead, as appropriate. The Nursery Manager will monitor compliance through spot-checks, reviews of monitoring records, staff discussions and feedback from parents. Additional coaching or training will be provided where necessary.