

# Sleep, Rest, Relaxation and Clothing Policy

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## NQS

QA2	2.1.1	Wellbeing and comfort - Each child's wellbeing and comfort is provided for, including appropriate opportunities to meet each child's need for sleep, rest and relaxation.
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## National Regulations

Regs	81	Sleep and Rest
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## EYLF

LO3	Children take increasing responsibility for their own health and wellbeing
	<ul style="list-style-type: none"><li>• Children recognise and communicate their bodily needs (for example, thirst, hunger, rest, comfort, physical activity).</li><li>• Educators consider the pace of the day within the context of the community.</li><li>• Educators provide a range of active and restful experiences throughout the day and support children to make appropriate decisions regarding participation.</li></ul>

## Aim

Our Service aims to meet each child's needs for sleep, rest and relaxation in a safe and caring manner that takes into consideration the preferences and practices of each child's family.

## Related Policies

Medical Conditions Policy

Physical Environment Policy

## Implementation

Most children benefit from periods of rest which help them grow and prepares them for meaningful learning experiences. Rest periods are included in all children's daily routine consistent with their developmental needs, including a quiet period for older children.

Educators will take into account families' preferences about the amount of sleep their child has at the service and will accommodate any requests about their child's sleeping practices where these are not inconsistent with the safe sleeping practices discussed in the policy and meet a child's needs for sleep or rest.

Educators have a legal obligation to ensure children are safe and are offered sleep or rest when they need it. If a child is displaying signs of tiredness, educators must allow the child to sleep or rest for a reasonable period. Where families are concerned that children's sleep at the service is impacting night sleep patterns, educators will discuss expected sleep patterns with families based on advice

from recognised authorities and adjust a child's sleep time at the service if appropriate. The Nominated Supervisor and educators, however, will make the final decision about the child's sleep and rest at the service to ensure they can meet their obligations. For example, if a resting child falls asleep without assistance in instances where families have requested the child not have naps, educators may allow the child to sleep for a period they believe is in the best interests of the child.

### **Nominated Supervisor Responsibilities**

To promote children's safety and wellbeing during sleep and rest periods, the Nominated Supervisor will ensure:

- sleep and rest environments are quiet and restful
- there are comfortable spaces for children to engage in quiet activities if they are not sleeping or resting
- rostering enables adequate supervision of sleeping and resting children
- ratios are maintained at all times children are sleeping and resting
- educators always implement the safe sleeping practices in this policy
- hanging cords or strings from blinds, curtains, mobiles, or electrical devices are away from cots and beds/stretchers
- babies are never left to sleep in a bassinet, hammock, pram or stroller
- heaters and electrical appliances are not near cots or beds/stretchers
- information about safe sleeping practices is discussed during enrolment and displayed or available in the parent information area.

### **Family Responsibilities**

If a child has a medical condition which prevents educators from following these procedures, for example the child cannot sleep on their back, a medical practitioner must authorise an alternative resting practice in writing as part of the child's Medical Management Plan.

### **Educator Responsibilities**

To ensure children's safety and wellbeing during sleep and rest periods, educators and volunteers will:

- ensure they can always see and hear sleeping or resting children
- accommodate each child's and family's preferences, for rest, sleep and clothing, including cultural and religious preferences, to the extent they are consistent with this policy
- provide children who do not require sleep or rest with quiet, meaningful activities
- encourage children to communicate their needs for sleep and rest and make appropriate decisions about these needs
- support children who need rest or relax outside the designated rest time
- respect the privacy needs of each child when dressing and undressing
- play calm, relaxing music
- communicate daily with families about their child's sleep and rest routines
- comfort children when required. Educators try to avoid rocking or patting children to sleep so they do not expect this at home
- ensure babies are never left to sleep in a bassinet, hammock, pram, or stroller

- ensure hanging cords or strings from blinds, curtains, mobiles, or electrical devices are away from cots and mattresses
- implement the safe sleeping practices which is always followed, with the only exception based on written authorisation from a child's doctor

## Safe Sleeping Practices

### All children

- can always see and hear sleeping or resting children
- child's face is never covered when they sleep or rest
- regular checks of all sleeping or resting children paying attention to breathing patterns and skin colour. Checks will be more frequent if there are increased risk factors eg medical conditions or sleep issues
- temperature of rest environment monitored to ensure it is not too hot or cold
- adequate space between sleeping and resting children

### Babies and toddlers

- babies and toddlers placed on back
- babies re-positioned onto back when they roll onto their front or side if they cannot repeatedly roll from back to front to back (occurs around 5-6 months of age). Babies who can roll back and forth may be left to find their own sleeping position
- light bedding used and tucked in tightly. Sleeping bags with a fitted neck and arm holes but no hood may be used instead of bed linen. Wraps made from lightweight material like muslin or cotton
- babies' arms are free from wraps once startle reflex disappears (around 3 months old)
- no wraps used if babies can roll from back to front to back again
- no quilts, doonas, pillows, soft toys, lamb's wool or cot bumpers
- no electric blankets, hot water bottles and wheat bags
- babies and toddlers placed so their feet are close to the bottom end of the cot
- no bottles given to child in cot (for safety and dental hygiene reasons)
- no bibs on child
- dummies provided if required without chain attachments. Dummies not replaced if they fall out while child sleeping.
- babies are never left to sleep in bassinets, hammocks, prams or strollers
- toddlers moved from cot to bed if likely to succeed when attempting to climb out of cot (usually 2-3½)
- babies physically checked and sleep record completed every 10 minutes.

## Cots

The Approved Provider and Nominated Supervisor will ensure all cots meet Australian Standards and have one of the following labels - AS/NZS 2172:2010 or AS/NZS 2195:2010 (folding cots). For normal cots this means, for example:

- cot mattresses are in good condition, clean, firm, flat and fit the cot base with no more than a 20mm gap between the mattress and the cot sides.
- the distance between slats is at least 50 mm
- cots in the lowest base position, the distance between the top of the mattress base and the top edge of the lowest cot side or end is at least:
  - 600 mm when access is closed
  - 250 mm when access is open
- for cots in the upper base position, the distance between the top of the mattress base and the top edge of the lowest cot side or end is at least:
  - 400 mm when access is closed
  - 250 mm when access is open

The Nominated Supervisor will also ensure:

- mattress firmness complies with AS/NZS 8811.1:2013 Methods of testing sleep surfaces. This will be checked using 12 CDs or DVDs and two full one litre containers with square bottoms as follows:
  - measure 40 mm from bottom of one container and mark with a line parallel to the bottom all the way around the container
  - wrap discs in gladwrap
  - place marked container on its side on top of discs with line at edge of discs
  - place other container on top, also on its side, so it balances

If overhanging edge of container touches mattress it is too soft.

Mattresses will not be checked by hand.

- mattresses are not tilted or elevated
- plastic packaging is removed from new mattresses

## Sleep and Rest Environment

The educators will conduct regular safety checks of the rest environment and equipment.

To promote learning and wellbeing, educators may occasionally encourage children to sleep or rest outdoors in suitable weather conditions eg it's not too hot or raining. Educators will ensure:

- beds are placed in clean and shaded areas ie not in wet dirt or mud
- bed linen is washed at the end of the day if it is dirtied outside
- beds are cleaned before being stored inside after rest time
- children are supervised at all times
- the quality of children's sleep and rest time is not affected by being outdoors.

## Hygiene

To ensure sleeping environments are hygienic educators will:

- clean beds, linen and mattress covers with detergent and water every day or at end of week if used by same child
- clean beds, linen and mattress covers when they look dirty
- make sure each child has their own bed linen

- implement the Cleaning Procedure Cots and Stretchers to clean soiled cots, beds, mattresses and bed linen.

## **Cleaning Procedure Cots and Stretchers**

Wash cots and stretchers at the end of every day with detergent and warm water, and during the day if visibly dirty.

Wash sheets on child's last day for the week.

If a bowel motion/urine/vomit etc gets on the cot/stretcher/mattress/linen

1. wash hands and put on gloves
2. clean the child
3. remove gloves
4. dress the child
5. wash child's hands
6. educators wash hands
7. put on gloves
8. remove most of the soiling in the cot/bed with paper towels
9. place paper towels in nappy bin
10. put linen in a nappy bucket to soak
11. clean cot or mattress thoroughly with detergent and water
12. use disinfectant after detergent if surface is or could be contaminated with infectious material.  
See Spill Procedure Blood, Urine, Poo, Vomit
13. air dry if possible
14. remove gloves and wash hands
15. put clean linen in cot

## **Children's Clothing**

To ensure children's comfort and safety at the service, they must wear clothing that is suitable for the weather, lets them explore and play freely, and minimises the risk of injury. Some clothing items and jewellery, for example, can strangle or choke young children. Educators may remove jewellery and teething necklaces if children wear them to the service.

### **Amber Teething Necklaces and Bracelets**

Based on Australian Government product safety warnings, we do not allow children to wear amber teething necklaces or bracelets at our service. This is to minimise the risk they may choke on the beads if the necklaces or bracelets break apart.

Educators and volunteers will encourage parents to dress their children in clothes that:

- are loose and cool in summer and warm enough for cold weather including outdoor play in winter
- protect them from the sun during outdoor play
- do not restrict them or compromise their safety when playing, sleeping or resting eg no hoods, cords, ties, ribbons or crocheted jackets that can pull tight around the neck, no hats with cords or strings that may get caught on equipment and furniture, footwear that is stable and

supportive eg no thongs, clogs or backless shoes which can cause children to trip, and clothing that allows easy access for toileting eg elasticised trousers and track pants rather than buttons, zips, belts etc

- can get dirty when children play ie children should not come in their best clothes

Families must clearly label all clothing with the child's name.

To ensure children's comfort educators and volunteers will:

- ensure children are appropriately dressed for the weather, play experiences, and rest and sleep
- provide clean spare clothing to children if needed

encourage children to use aprons for messy play and art experiences to protect their clothing.

## Sources

**Education and Care Services National Law and Regulations**

**Early Years Learning Framework**

**Work Health and Safety Act 2012**

**Work Health and Safety Regulations 2012**

**Standards Australia: AS/NZS 2172:2010, Cots for household use—Safety requirements**

**Standards Australia AS/NZS 2195:2010, Folding cots—Safety requirements**

**Red Nose <https://rednose.com.au/>**

**NHMRC: Staying Healthy Preventing infectious diseases in early childhood education and care services**

**NQF e-bulletin Qld 9.5.16**

**Product Safety Australia eg 'Folding Cots'**

## Review

The policy will be reviewed annually by:

- Management
- Employees
- Families
- Interested Parties

**Last reviewed: May 2022**

**Date for next review: April 2023**

**Reviewed: April 2023 ( no changes)**

**Next review: April 2024**