

Young Einstein Discovery Preschool

Document Owner:	Service Provider
Revision Period:	1 year
Issue:	1
Last Revision Date:	5/10/2023
Date Printed:	5/10/2023

YEDP_Sleep and Rest for Children_Policy and Procedure

Sleep and Rest for Children Policy and Procedures

Rev	Date	Revision Details	By
A0	15/07/2022	Initial Draft	MP
A1	5/10/2023	Review and update of policy and procedures	MP

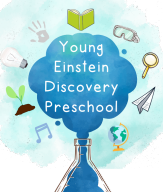
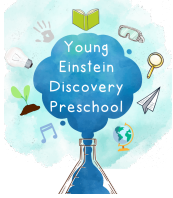
	Young Einstein Discovery Preschool	Document Owner:	Service Provider
		Revision Period:	1 year
		Issue:	1
		Last Revision Date:	5/10/2023
		Date Printed:	5/10/2023
YEDP_Sleep and Rest for Children_Policy and Procedure			

TABLE OF CONTENTS

Policy Statement	3
Background	3
Legislative requirements	3
Related Policies	4
Purpose	4
Scope	4
Procedures	4
Safe Sleep and Rest Practices	5
Sleep and Rest Equipment	5
Rolls And Responsibilities	6
References	8

	<h2>Young Einstein Discovery Preschool</h2>	Document Owner:	Service Provider
		Revision Period:	1 year
		Issue:	1
		Last Revision Date:	5/10/2023
		Date Printed:	5/10/2023
<h3>YEDP_Sleep and Rest for Children_Policy and Procedure</h3>			

Policy Statement


The purpose of the ***Sleep and rest for children policy*** is to ensure the safety, health and wellbeing of children attending our service and appropriate opportunities are provided to meet each child's need for sleep, rest and relaxation.

Background

The *Education and Care Services National Regulations* require policies and procedures are in place for sleep and rest for children.

Legislative requirements

Section/Regulation	Description
Regulation 81	Sleep and rest
Regulation 87	Incident, injury, trauma and illness record
Regulation 103	Premises, furniture and equipment to be safe, clean and in good repair
Regulation 105	Furniture, materials and equipment
Regulation 106	Laundry and hygiene facilities
Regulation 107	Space requirements – indoor space
Regulation 110	Ventilation and natural light
Regulation 115	Premises designed to facilitate supervision
Regulation 168	Education and care service must have policies and procedures
Regulation 170	Policies and procedures to be followed
Regulation 171	Policies and procedures to be kept available
Regulation 172	Notification of change to policies or procedures

	Young Einstein Discovery Preschool	Document Owner:	Service Provider
		Revision Period:	1 year
		Issue:	1
		Last Revision Date:	5/10/2023
		Date Printed:	5/10/2023
YEDP_Sleep and Rest for Children_Policy and Procedure			

Related Policies

Document Name	Title
YEDP_The administration of first aid_Policy and Procedures	The administration of first aid
YEDP_Enrolment and orientation_Policy and Procedures	Enrolment and orientation
YEDP_Interactions with children_Policy and Procedures	Interactions with children
YEDP_Providing a child safe environment_Policy and Procedures	Providing a child safe environment
YEDP_Staffing_Policy and Procedures	Staffing

Purpose

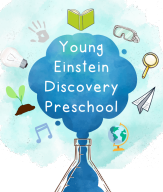
We have a duty of care to ensure children are provided with a high level of safety when sleeping and resting and every reasonable precaution is taken to protect all children from harm and hazard. In meeting the Service's duty of care, it is a requirement that all staff implement and adhere to this policy to ensure we respect and cater for each child's specific needs.

Scope

This policy applies to children, families/guardians, staff, students, volunteers and visitors of the Service

Procedures

- The preschool sleep and rest time is from 1pm - 2pm
- All children are offered an opportunity to sleep and rest
- Children from 4 years of age onwards are offered quiet activities outside when supervision ratios allow
- Sleep and rest is recorded using the Playground App
- Staff will provide a quiet environment for rest and sleep
- Staff will ensure every child feels safe and secure during sleep and rest periods
- The preschool uses calm music to help the children relax and sleep or rest
- During sleep and rest periods all equipment is stored and covered

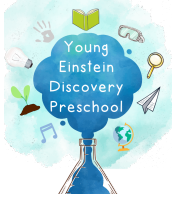
	Young Einstein Discovery Preschool	Document Owner:	Service Provider
		Revision Period:	1 year
		Issue:	1
		Last Revision Date:	5/10/2023
		Date Printed:	5/10/2023
YEDP_Sleep and Rest for Children_Policy and Procedure			

Safe Sleep and Rest Practices

- All children will sleep and rest on the back or side with their face uncovered
- Staff will always actively supervise all children during sleep and rest periods
- Staff will closely monitor sleeping and resting children and the sleep and rest environments. This will involve checking sleeping children at regular intervals, and ensuring they are always within sight and hearing distance of sleeping and resting children so that they can assess a child's breathing and the colour of their skin
- The preschool will always consider the risk for each individual child and procedures will reflect the levels of risk identified for children at the service. Factors to be considered may include medical conditions, history of health and/or sleep issues and individual needs of the child. In this instance, the preschool will tailor Sleep and Rest Policies and Procedures (including the frequency of checks/inspections of children).
- Staff will consult with families about the child's sleep and rest routines at home and will maintain these routines where possible and safe to do so
- Staff will ensure that areas for sleep and rest are well ventilated and have natural lighting
- Staff will ensure children are dressed appropriately for the room temperature during sleep and rest periods. Children will remove their shoes and socks and any bulky clothing
- Staff will ensure children rest/sleep head to toe to minimise the risk of cross infection
- Staff will monitor and adjust the room temperature to ensure maximum comfort for the children
- Comforters/dummies will only be used during settling in periods and when a child has fallen asleep, comforters will be taken away to prevent suffocation.

Sleep and Rest Equipment

- All preschool sleep mattresses are clean, in good condition, firm and flat

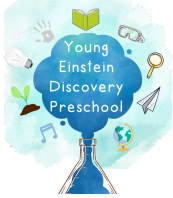
	<h2>Young Einstein Discovery Preschool</h2>	Document Owner:	Service Provider
		Revision Period:	1 year
		Issue:	1
		Last Revision Date:	5/10/2023
		Date Printed:	5/10/2023
<h3>YEDP_Sleep and Rest for Children_Policy and Procedure</h3>			

- Parents/guardians supply clean light bedding. During warm weather children sleep/rest with a sheet only and during colder weather they sleep/rest with a sheet and light cover

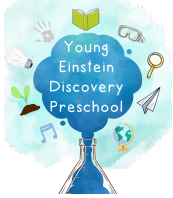
Policies and procedures must be followed by all preschool users. All parents/guardians and staff members are supplied with a link to our preschool Google Drive Policies and Procedures and these documents are always available to all preschool users. All parents/guardians and staff will be notified with 14 days notice should any policies or procedures be amended or put in place. There is an on-going process in place for reviewing, monitoring, and updating policies and procedures.

Rolls And Responsibilities

<p>Approved Provider</p>	<ul style="list-style-type: none"> ● ensure sleep and rest policies and procedures are in place ● ensure educators receive information and induction training to fulfil their roles effectively, including being made aware of the sleep and rest policies, their responsibilities in implementing these, and any changes that are made over time ● take reasonable steps to ensure that nominated supervisors, educators, staff and volunteers follow the policy and procedures ● ensure the needs for sleep and rest of children being educated and cared for by the service are met, having regard to the ages, developmental stages and individual needs of the children ● ensure the premises, furniture and equipment are safe, clean and in good repair ● ensure that each child has access to sufficient furniture, materials and developmentally appropriate equipment suitable for the education and care of that child
--------------------------	---

	<h2>Young Einstein Discovery Preschool</h2>	Document Owner:	Service Provider
		Revision Period:	1 year
		Issue:	1
		Last Revision Date:	5/10/2023
		Date Printed:	5/10/2023
<h3>YEDP_Sleep and Rest for Children_Policy and Procedure</h3>			

	<ul style="list-style-type: none"> ● ensure that the indoor spaces used by children is well ventilated; has adequate natural light; and is maintained at a temperature that ensures the safety and wellbeing of children ● ensure that the premises are designed to facilitate supervision ● ensure copies of the policy and procedures are readily accessible to nominated supervisors, educators, staff and volunteers, and available for inspection ● notify families at least 14 days before changing the policy or procedures if the changes will: <ul style="list-style-type: none"> - affect the fees charged or the way they are collected or - significantly impact the service's education and care of children or - significantly impact the family's ability to utilise the service
Nominated Supervisor	<ul style="list-style-type: none"> ● ensure the needs for sleep and rest of children being educated and cared for by the service are met, having regard to the ages, developmental stages and individual needs of the children ● ensure educators understand and follow the service's policies and procedures ● ensure procedures are tailored to the specific service or home environment ● ensure educators understand their legal roles in the implementation of the policies and procedures
Educators and staff	<ul style="list-style-type: none"> ● ensure procedures are relevant to their particular service type have a good understanding of the service's policy and procedures ● identify and remove potential hazards from sleep environments ● document children's sleep and rest needs and provide information to families about their child's sleep and rest patterns ● consult families to gather information about individual children's needs and preferences

	<h2>Young Einstein Discovery Preschool</h2>	Document Owner:	Service Provider
		Revision Period:	1 year
		Issue:	1
		Last Revision Date:	5/10/2023
		Date Printed:	5/10/2023
<h3>YEDP_Sleep and Rest for Children_Policy and Procedure</h3>			

	<ul style="list-style-type: none"> ● model and promote safe sleep practices and make information available to families
Families	<ul style="list-style-type: none"> ● regularly update the service on their child’s sleeping routines and patterns ● provide informal updates on the previous night’s sleep to assist with sleeping during the day ● provide specified bedding if required by the service dress child appropriately for the weather conditions and provide additional clothing

References

<https://www.acecqa.gov.au/resources/supporting-materials/infosheet/safe-sleep-and-rest-practices>

<https://rednose.org.au/>