SLEEP, REST, RELAXATION AND CLOTHING POLICY

Contents

1 NQS ........................................................................................................................................................... 2
2 National Regulations .................................................................................................................................. 2
3 EYLF .......................................................................................................................................................... 2
4 Aim ............................................................................................................................................................. 2
5 Related Policies ......................................................................................................................................... 2
6 Implementation .......................................................................................................................................... 2
7 Safe Resting Practices for Babies (Birth to 24 months) ............................................................................ 3
8 Safe Resting Practices for Toddlers (18 months to 3 years) ..................................................................... 4
9 Safe Resting Practices for Preschool Children (3 to 5 years) ................................................................. 4
10 Settling and Supervision of Resting Children ............................................................................................ 4
11 Cots ............................................................................................................................................................ 5
12 Rest Environment ...................................................................................................................................... 5
13 Sleepwear .................................................................................................................................................. 5
14 Communicating with Families .................................................................................................................... 5
15 Children’s Clothing ..................................................................................................................................... 5
16 Sources ...................................................................................................................................................... 6
17 Review ....................................................................................................................................................... 6
18 Version Control Table ................................................................................................................................ 6
1 NQS

| QA2  | 2.1.2 | Each child’s comfort is provided for and there are appropriate opportunities to each child’s need for sleep, rest and relaxation. |

2 National Regulations

| Regs | 81 | Sleep and Rest |

3 EYLF

| LO3 | Children recognise and communicate their bodily needs (for example, thirst, hunger, rest, comfort, physical activity). |
|     | Educators engage children in experiences, conversations and routines that promote healthy lifestyles and good nutrition. |
|     | Educators consider the pace of the day within the context of the community. |
|     | Educators provide a range of active and restful experiences throughout the day and support children to make appropriate decisions regarding participation. |

4 Aim

4.1 This policy is based on recommendations from Red Nose. 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 and the contact details 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.

4.2 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.

4.3 The Kids’ Uni Policies and Procedures apply to Kids’ Uni North, Kids’ Uni South, Kids’ Uni CBD, Kids Uni iC – Preschool, After School Care and Vacation Care (Kids’ Uni OOSH).

5 Related Policies

- Additional Needs Policy (CHI-ADM-POL-003)
- Death of a Child Policy (CHI-ADM-POL-14)
- Medical Conditions Policy (CHI-ADM-POL-038)
- Physical Environment Policy (CHI-ADM-POL-046)
- Staffing Arrangement Policy (CHI-ADM-POL-055)

6 Implementation

6.1 We have a strong philosophy and education about scientific brain research and acknowledge the importance of allowing children to sleep through a full 45 minutes sleep cycle. Whilst parents requests will be acknowledged and respected, we are unable to
guarantee that children will be woken within the 45 minute sleep cycle to accommodate requests if the child falls asleep of their own accord.

6.2 UOW Pulse Ltd Children’s Services will ensure that the Nominated Supervisor (who is responsible for ensuring all staff members, educators and volunteers) must implement the following requirements –

i. The service will provide a quiet and restful environment for sleep and rest periods that is within hearing and observation range for educators to closely monitor children.

ii. We recognise the differences between each child and family’s preferences in relation to routines for rest, sleep and clothing. These needs will be met provided they are within the service’s requirements.

iii. We respect the need for rest, sleep and clothing requirements to be aligned with each child's social and cultural background and personal preferences.

iv. We will communicate daily with parents about their child’s routines that are in place at the service and at the child’s home.

v. Educators will work with children to help them learn about their need for rest and comfort. Children will be encouraged to communicate their needs where possible.

vi. Educators negotiate the need for sleep and rest with children.

vii. Children who do not require sleep or rest will be provided with appropriate and quiet play activities.

viii. Beds are to be set up with adequate spacing between them. Children are to sleep ‘top-to-toe’ to avoid cross infection that may occur when children lay facing each other.

ix. Each child will be supplied with clean, appropriate spare clothes when necessary.

x. The privacy needs of each child will be respected during dressing and undressing times.

7 Safe Resting Practices for Babies (Birth to 24 months)

7.1 Babies will be placed on their back to rest.

7.2 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.

7.3 Babies will 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, will be re-positioned onto their back when they roll onto their front or side.

7.4 At no time will a baby’s face be covered with bed linen.

7.5 To prevent a baby from wriggling down under bed linen, they will be placed with their feet closest to the bottom end of the cot.
7.6 Quilts and duvets will not be used as bed linen. Pillows, lamb’s wool, soft toys, loose bedding and cot bumpers will not be used.

7.7 Light bedding is the preferred option, which must be tucked in to prevent the baby from pulling bed linen over their head.

7.8 If a baby is wrapped when sleeping, we will consider the baby’s stage of development. We will leave their arms free once the startle reflex disappears at around three months of age, and discontinue to the use of a wrap when the baby can roll from back to tummy to back again (usually four to six months of age). We will use only lightweight wraps such as cotton or muslin.

7.9 Sleeping bags with a fitted neck and arm holes, but no hood are an alternative option to bed linen.

7.10 Calm relaxing music will be played.

7.11 Dummies will be provided but they will not be attached to chains.

8 Safe Resting Practices for Toddlers (18 months to 3 years)

8.1 Toddlers will be placed on their back to rest, unless otherwise directed in writing by the child’s medical practitioner.

8.2 If toddlers 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.

8.3 At no time will a toddler’s face be covered with bed linen.

8.4 If using a cot, toddlers will be placed with their feet closest to the bottom end of the cot to prevent them from wriggling down under bed linen.

8.5 Quilts and duvets will not be used to cover toddlers in a cot or on a mattress. Pillows, lamb’s wool and cot bumpers will not be used.

8.6 Light bedding is the preferred option, which must be tucked in to prevent the toddler from pulling bed linen over their face.

8.7 Sleeping bags with a fitted neck and arm holes are an alternative option to bed linen and encourage a toddler to rest on their back. If parents request to continue using the sleeping bag option when the toddler rests on a mattress, then the service will comply.

8.8 Quiet experiences may be offered to those toddlers who do not fall asleep.

8.9 Calm relaxing music will be played.

9 Safe Resting Practices for Preschool Children (3 to 5 years)

9.1 Preschool children will be placed on their back to rest. If they turn over during their sleep, allow them to find their own sleeping position but always ask them to lay on their back when first placing them to rest.

9.2 At no time will a preschooler’s face be covered with bed linen when they are sleeping.

9.3 Light bedding is the preferred option.

9.4 Quiet experiences may be offered to preschoolers who do not fall asleep.

9.5 Calm relaxing music will be played.

10 Settling and Supervision of Resting Children

10.1 All children who are resting will be supervised by educators
10.2 All children who have fallen asleep in the service will be monitored regularly with specific attention to breathing patterns. All babies will be monitored every 10 minutes and this is recorded on the Breathing Checks for Babies (0-2years).

10.3 Baby monitors will be used in all cot rooms, but only for additional assistance.

11 Cots
11.1 All cots meet Australian Standards for Cots and be labelled AS/NZS 2172:2010 or AS/NZS 2195:2010. Cot mattresses meet Australian Standards AS/NZS 8811.1:2013 and should be in good condition, clean, firm, flat and must fit the cot base with no more than a 20mm gap between the mattress and the sides of the cot.

11.2 Bassinets, hammocks, prams and strollers are not to be used for children to sleep or rest in.

11.3 Hygiene practices, please refer to cleaning schedules

11.4 Cots are cleaned as per cleaning schedule which is displayed in rooms. Refer to the Physical Environment Policy for cleaning schedules.

11.5 Each child has their own bed linen. Children’s bed linen will be washed daily.

12 Rest Environment

Please refer to the Physical Environment Policy for information regarding the appropriate sleep and rest environment for children.

13 Sleepwear

Educators monitor the temperature of the rest environment and address children’s clothing needs. Children will not have hoods and cords from clothing as per our clothing policy.

14 Communicating with Families

Rest strategies and practices are outlined in the Family Handbook, enrolment forms, newsletters, posters and brochures. Information regarding Red Nose Safe Sleeping Practices will be displayed periodically on noticeboards.

15 Children’s Clothing

15.1 Children should be clothed in an appropriate manner which will allow them to explore and play freely and not restrict them using equipment while at play.

15.2 Clothing should also allow easy access for toileting i.e. elasticised trousers, track pants – rather than buttons, zips, belts etc.

15.3 Children will be encouraged by educators to use aprons for messy play and art experiences to protect their clothing. For this reason it is important to not send the children in their best clothes.

15.4 Children should be appropriately protected from the sun during outdoor play - please refer to sun safety policy for further directives on hats and clothing.

15.5 Children’s clothing should accommodate weather conditions. I.e. be loose and cool in summer to prevent overheating and warm enough for cold weather – including outdoor play. At all times educators will monitor children to ensure they are appropriately dressed for all weather, play experiences, rest and sleep routines.
15.6 Children should have appropriate footwear that enables them to play comfortably and not cause safety concerns. I.e. thongs, clogs or backless shoes have a trip factor and do not allow children to use equipment safely.

15.7 Comfortable and non-restrictive clothing is important at sleep time to promote your child’s comfort at this time of the day.

15.8 Clean and appropriate spare clothing will be made available to children should it be needed.

15.9 All clothing and belongings must be clearly labelled with the child's name.

16 Sources

Education and Care Services National Regulations 2011
Early Years Learning Framework
Australian Children’s Education and Care Quality Authority (ACECQA) – Safe sleep and rest practices
Occupational Health and Safety Act 2000
Occupational Health and Safety Regulations 2001
Australian/New Zealand Standard AS/NZS 2195:2010, Folding cots—Safety requirements
Australian/New Zealand Standard AS/NZS8811.1:2013 Methods of testing infant products – Sleep surfaces – Test for firmness
Red Nose – Safe Sleeping www.rednose.com.au
United Nations Conventions on the Rights of a Child

17 Review

This policy will be reviewed every 2 years and the review will include Management, Employees, Families and Interested Parties.

18 Version Control Table

<table>
<thead>
<tr>
<th>Version Control</th>
<th>Date Released</th>
<th>Next Review</th>
<th>Approved By</th>
<th>Amendment</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Feb 2012</td>
<td>Feb 2013</td>
<td>Michele Fowler Manager – Kids Uni</td>
<td>Paragraph inserted re application of policies across all centres. Migrated into new QA format. This policy replaces the Sleep and Rest Policy and the Clothing Policy.</td>
</tr>
<tr>
<td>2</td>
<td>Feb 2013</td>
<td>Feb 2014</td>
<td>Michele Fowler Manager – Kids Uni</td>
<td>Policy reviewed with no changes required. The review period changed to 2 years.</td>
</tr>
<tr>
<td>3</td>
<td>Feb 2014</td>
<td>Dec 2015</td>
<td>Michele Fowler Manager – Kids Uni</td>
<td>Policy reviewed with no changes required.</td>
</tr>
<tr>
<td>4</td>
<td>Dec 15</td>
<td>Dec 17</td>
<td>M. Gillmore – General Manager</td>
<td>Policy reviewed with no changes required.</td>
</tr>
<tr>
<td>5</td>
<td>Oct 17</td>
<td>Oct 19</td>
<td>Kellie.Grose – Childrens Services Manager</td>
<td>Updated to reflect recommendations from ACECQA regarding safe sleep and rest practices</td>
</tr>
</tbody>
</table>