



### Sleep & Rest Policy

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#### **Aim**

*Sutherland Presbyterian Church Preschool caters for children aged from 2 to 5 years and recognises the varied sleep and rest requirements for children in this age range. As such we offer an environment that supports each child's individual needs throughout the day and is flexible with this based on the child while considerate of the safe sleeping guidelines to support each child's wellbeing.*

#### **Acknowledgement**

*We recognise that sleep is a dangerous time for young children and ensure that we are supporting children's needs during this time. Due to the fact that we do not have any children under age of 2 enrolled at the preschool the risks are reduced due to children's size, increased muscle tone, and motor function. As such our sleep and rest approaches are reflecting of the age and abilities of the children in our preschool and the reduced risks associated with these children.*

#### **Implementation**

We acknowledge that children's needs for sleep and rest are impacted by a number of variables, including age, development, health issues, sleep patterns at home, changes in behaviour and children's well-being. As such we aim to create an environment that supports all children's needs in the following ways:

- The inside and outside environments offer quiet areas for children to retreat to and rest if they wish.
- Children are able to ask for whatever they need during the day to support their needs, for example a cushion or a bed to rest on. We encourage children to demonstrate their agency around their needs and feel confident in advocating for their voice to be heard and valued. To support safe sleeping in line with our risk assessments beds will always be prioritised for children who are under 3 and those with identified sleep risks.
- After lunch there is no formal rest time for those children who wish to rest or sleep. Rest or sleep throughout the day is able to be initiated by either parent or child on a needs/ desired basis.
- Children are given beds to lay on in a quiet section of the environment. This may be inside or outside depending on where the children choose to rest. An educator will always stay with those children sleeping or resting to maintain supervision if not in the vicinity of the other children.



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- Children not wishing to rest, or sleep continue on with the curriculum without any need for changes in experiences. If playing in an area near children who are sleeping, or resting, children are encouraged to use quiet voices to respect the needs of their peers and develop their ability to demonstrate empathy.
- Families are communicated with regularly to ensure their child's sleep needs are met and any changes in the home environment are matched inside the preschool. If a family member requests a child has a rest because they had a restless sleep or a late night, we will encourage the child to have a rest but will not force this to occur.
- Children may choose whether they wish to fall asleep independently or be supported to go to sleep by an educator patting them or rubbing their back. Children are encouraged to request what support they need, if any, and this is then provided.
- On waking from their nap, children are able to rest on their beds and get up in their own time (they are not rushed). This may also entail sitting with the educator for wake up comfort if they wish.

## Procedures

### Bed/Sleep hygiene

- Children's sheets are used for the entire week (of attendance) and then removed and washed in the on site laundry.
- Once sheets are removed beds are washed with warm soapy water
- If a child had a toileting accident while on their bed then the sheets are removed and washed separate to other items, and the bed is washed before being used again. Soiled sheets will be hosed off in an area inaccessible to the children prior to washing.
- If a child sleeps on a surface other than a bed, e.g. a cushion, appropriate cleaning practices will be implemented such as the cover washed. Where bodily fluids are involved a more thorough clean will be undertaken. This may include the whole cushion or disinfecting the surface.

### Communication of children's sleep/rest with families

- From orientation we work closely with the family to understand their home routines and the needs of their children. This includes understanding sleep/rest expectations.
- Where families have specific requests around sleep or rest we will work with them to understand the rationale behind these requests and the impact of these requests on the child.



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- Where requests have the potential to impact children's safety, children's wellbeing, or the compliance of the preschool, we will work with the family to identify ways to negotiate outcomes that support positive outcomes for the family, child and preschool. This may include increased daily communication, sharing of information on sleep routines to support home practices, or working with health professionals to implement an individual plan based on the child's specific needs.
- A child's sleep or rest will be documented and communicated to families via the Kindyhub app available on the same day or in the day book.
- The information will contain the length of time the child slept as well as the time the child went to sleep and when they woke up.
- Information is shared with families on the importance of safe sleep practices to ensure that they are aware of this and it can help them in their parenting approaches, including with any younger children they may have at home.
- Where children sleep on a surface other than a bed this will be communicated to the family along with the additional sleep checks taken to ensure their safety.
- During enrolment families are made aware of the fact that children are encouraged to have agency over their own sleep needs and this may mean that beds are not always used for sleep – primarily with children over 3 who have no identified additional risks.
- If a child has a preference for sleeping on surfaces other than beds this will be communicated to families and permission sought so they are aware of this practice being more regularly implemented.

### **Safe Sleep environment**

The environment where children are sleeping should be in line with safe sleep guidelines and the sleep and rest risk assessment, including:

- Adequate lighting for supervision while still supporting sleep/rest
- Well-ventilated - windows/doors open, outside, fans/aircon - Where external conditions are impacting air quality such as smoke or pollution then the doors will remain closed to stop this impacting air quality within the preschool.
- Free of hazards - well-maintained equipment, clear floors, no additional items on beds beyond bedding, beds not placed near items child could pull/knock onto bed, beds not placed near electrical cords.
- No necklaces during rest time
- Enough space between beds to walk between children
- Beds not placed in doorways or impacting emergency exits
- Placing children head to toe, or top and tail, so that their faces are not next to each other to avoid spreading germs.
- Bassinets that are large enough for children to climb into will not be available in the environment at any time that children are being educated and cared for.



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### Supervision

We have a safe sleep procedure (Appendix A) to ensure that children in the environment are monitored appropriately to support children's sleep and rest needs. Depending on who is sleeping and how they are sleeping the following approaches will be taken:

- Toddlers sleeping on beds – An educator is always in the vicinity monitoring and every 10 minutes a formal sleep check will be conducted in line with the procedure, as per the Safe Sleep Check (Appendix B)
- Preschoolers sleeping on beds - An educator is always in the vicinity monitoring and every 10-15 minutes a formal sleep check will be conducted in line with the procedure.
- Any child sleeping not on beds – An educator will be directly within the environment of the child and conduct 10 minute checks as per the Individual Sleep Check (Appendix C)

A timer is set for 2 minutes before each sleep check is due to ensure that it happens within the time period.

### Source

- Education and Care Services National Regulations
- Staying Healthy in Child Care 5th Edition
- <http://www.acecqa.gov.au/Safe-sleep-and-rest-practices>

### Compliance evidence:

- Education and Care Services National Regulations (2021) 81, 82, 87, 103, 105, 106, 107, 110, 115, 168, 169, 170, 171, 172
- National Quality Standards 1.1, 1.3, 2.1, 2.2, 3.1, 3.2, 5.1, 5.2, 6.1, 7.2

Date of current review: 2/11/25

Date of previous review: July, 2025

Date of next review: Nov, 2026 or as required.

**Appendices - see next page**



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### Appendix A – Sleep and rest procedure

During any time children are sleeping an educator must be within the vicinity of the children at all times. This educator must be monitoring the sleeping children and ensuring there are no safety concerns. Checks of the children and environment must be undertaken at the following intervals:

- Toddlers on beds – 10 minutes
- Preschoolers on beds – 10-15 minutes
- Any child not on bed – 10 minutes
- Children with specific risks – As per their support plan.

Check the environment for the following hazards and remove any items found:

- Dangling cords
- Trip hazards
- Additional items in children's bedding other than sheets and blanket
- Electrical cords
- Lack of ventilation
- Lack of adequate lighting to see children
- Children's faces covered
- Lack of clear pathways between beds
- Beds in front of emergency exits
- Children's heads near each other

Check the children during checks in the following ways:

1. Approach children
2. Check for signs of easy breathing – if not clear physically touch the child to feel the rise and fall of the chest
3. Ensure children do not have anything covering their faces
4. Remove any additional items that may have made their way onto the bed
5. Ensure children's airways are open with head/neck straight, especially for younger children.

If any issues arise:

- Record on the sleep check form
- Address if possible – remove, reposition, apply first aid etc. or call for help.
- Report to the RP





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	<input type="checkbox"/> Yes	<input type="checkbox"/>		
	<input type="checkbox"/> Yes	Yes		
	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes		
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	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes		
	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes		



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## Appendix C – Individual Sleep Check

Child's name: \_\_\_\_\_ Date: \_\_\_\_\_

Reason for individual sleep check:  Not on bed  Known sleep risk  Other:

\_\_\_\_\_

Time slept: \_\_\_\_\_

Time Woke: \_\_\_\_\_

Time	Environment checked as per procedure	Child checked as per procedure	Child has been closely monitored between checks	Initials
	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	
10mins	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	
10mins	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	
10mins	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	
10mins	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	
10mins	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	
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10mins	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	
10mins	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	

Any adjustments or changes made during sleep checks: \_\_\_\_\_



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### Parent communication:

I was informed of my child having slept on a surface other than a bed and how they were kept safe during this time.

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### Appendix D - Sleep and rest permission form

Your child \_\_\_\_\_ has shown a preference/need for sleeping on surfaces other than beds more than once or twice. To ensure that you are aware of their sleep preferences and how we support these within the service we are seeking permission to continue to allow this to be supported and inform you of our processes to you know how we keep your child safe.

#### Supervision:

- Children who sleep on surfaces other than beds, such as cushions or mats, will be supported with increased supervision due to the increased potential of risk.
- Sleep checks will be completed every 10 minutes and staff will stay nearby at all times to closely monitor and make any adjustments necessary.
- Educators will also ensure that your child is not impacted by the movements of other children based on their sleep location and create a safety zone around them if necessary.

#### Hygiene:

- Any surfaces children choose to sleep on will be clean and hygienic and where they are not children will be moved to a more safe location.
- Surfaces children choose to sleep on are cleaned between uses.

If you give ongoing permission for your child to continue to sleep on surfaces other than beds, should they choose to do so, please complete the information below.

I give permission for my child to sleep on any safe surface of their choosing.

I am aware of the measures taken by the preschool to keep my child safe.



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Parent Name: \_\_\_\_\_

Parent Signature: \_\_\_\_\_

Date: \_\_\_\_\_