

# Sleep and Rest Requirements Policy

All children have individual sleep and rest requirements that need to be met. Children need a comfortable and relaxing environment to enable their bodies to rest. This environment must be safe and well supervised to ensure children are safe, healthy and secure in their environment.

## National Quality Standard (NQS)

Quality Area 2: Children’s Health and Safety		
2.1.1	<b>Wellbeing and comfort</b>	Each child’s wellbeing and comfort is provided for, including appropriate opportunities to meet each child’s needs for sleep, rest and relaxation
2.2	<b>Safety</b>	Each child is protected
2.2.1	<b>Supervision</b>	At all times, reasonable precautions and adequate supervision ensure children are protected from harm and hazard

Quality Area 3: Physical Environment		
3.1	<b>Design</b>	The design of the facilities is appropriate for the operation of a service
3.1.2	<b>Upkeep</b>	Premises, furniture and equipment are safe, clean and well maintained

## Education and Care Services National Regulations

Children (Education and Care Services) National Law	
<b>81</b>	Sleep and Rest
<b>103</b>	Premises, furniture and equipment to be safe, clean and in good repair
<b>105</b>	Furniture, materials and equipment
<b>110</b>	Ventilation and natural light
<b>115</b>	Premises designed to facilitate supervision
<b>168</b>	Education and care service must have policies and procedures

## PURPOSE

Our Service will ensure that all children have appropriate opportunities to sleep, rest and relax in accordance with their individual needs. The risk of Sudden Infant Death Syndrome (SIDS) will be minimised by following practices and guidelines set out by health authorities. If a family’s beliefs and requests are in conflict with current recommended evidence-based guidelines, our service will need to determine if there are exceptional circumstances that allow for alternate practices. Our Service will only approve an alternative practice if the service is provided with written advice from and the contact details of a registered medical practitioner accompanied by a risk assessment and risk minimisation plan for individual children. 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 them from harm and hazard. In meeting the service’s duty of care, it is a requirement that all educators 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, staff, management and visitors of the Service.

## IMPLEMENTATION

Children have different sleep, rest and relaxation needs. Children of the same age can have different sleep patterns, which nominated supervisors and educators need to consider within the service. As per Standard 2.1 (element 2.1.1) of the National Quality Standard, each child's comfort must be provided for and there must be appropriate opportunities to meet each child's sleep, rest and relaxation needs.

Our Service defines 'rest' as a period of inactivity, solitude, calmness or tranquility, and can include a child being in a state of sleep. Considering the busy and energetic nature of children's day, we feel that it is important for children to participate in a quiet/rest period during the day in order to rest, relax and recharge their body. Effective rest strategies are important factors in ensuring a child feels secure and safe in an Out of School Hours Care environment.

Effective rest and sleep strategies are important factors in ensuring a child feels secure and safe in an early childhood environment. Our Service will consult with families about their child's individual needs, ensuring they are aware of the different values and parenting beliefs, cultural or opinions associated with sleep requirements.

### Management will ensure:

- Reasonable steps are taken to ensure that the needs for sleep and rest of children being educated and cared for by the service are met, having regard to the ages and individual needs of each child.
- There are adequate numbers of quiet places and bedding available to children that meet Australian Standards.
- Sleep and rest environments is safe and free from hazards
- That areas for sleep and rest are well ventilated and have natural lighting.
- That supervision lines of sight will be kept clear to ensure safe supervision of sleeping children.
- Ensure safe sleep practices are documented and shared with families.

### A Nominated Supervisor/ Responsible Person will:

- Take reasonable steps to ensure that the needs for sleep and rest of children being educated and cared for by the service are met, having regard to the ages, development stages and individual needs of the children.
- Maintain up to date knowledge regarding safe sleeping practice and communicate this information to educators and families.
- Ensure that sleeping children are closely monitored and that all sleeping children are within hearing range and observed. This involves checking/inspecting 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.
- Negotiate sleep and rest routines and practices with families to reach agreement on how these occur for each child at the Service.
- Ensure they receive information and training to fulfil their role effectively, including being made aware of the sleep and rest policies, their responsibilities in implementing these, and any changes that are made over time.
- Ensure the child's safety is always the first priority
- Ensure children who are sleeping or resting have their face uncovered at all times
- Ensure the sleep and rest environment is free from cigarette or tobacco smoke

Educators will:

- Consult with families about children's sleep and rest needs
- Be sensitive to each child's needs so that sleep and rest times are a positive experience
- Ensure that beds, chairs and quiet spaces are clean and in good repair
- Ensure that bed linen is clean and in good repair
- Ensure bed linen is used by an individual child and will be washed before use by another child
- Arrange children's resting places to allow easy access for children and staff
- Create a relaxing environment for sleeping children by playing relaxation music, reading stories, cultural reflection; turning off lights and ensuring children are comfortably clothed.
- The environment is tranquil and calm for both educators and children
- Maintain adequate supervision and maintain educator ratios throughout the time that the child is asleep.
- Assess each child's circumstances and current health to determine whether higher supervision levels and checks may be required
- Communicate with families about their child's sleeping or rest times and the service policy regarding sleep and rest times
- Respect family preferences regarding sleep and rest and consider these daily while ensuring children feel safe and secure in the environment.
- Encourage children to dress appropriately for the room temperature when resting or sleeping. Lighter clothing is preferable, with children encouraged to remove shoes, jumpers, jackets and bulky clothing.
- Monitor the room temperature to ensure maximum comfort for the children
- Ensure that each child's comfort is provided for
- Ensure there are appropriate opportunities to meet each child's need for sleep, rest and relaxation
- Ensure that children who **do not** wish to sleep are provided with alternative activities and experiences, while those children who **do** wish to rest or sleep are allowed to do so, without being disrupted.
- If a child requests a rest, or if they are showing clear signs of tiredness, there should be a comfortable, safe area available for them to rest (if required). It is important that opportunities for rest and relaxation, as well as sleep, are provided.
- Consider a vast range of strategies to meet children's individual sleep and rest needs
- Respond to children's individual cues for sleep (yawning, rubbing eyes, disengagement from activities, disruptive behaviour, crying etc)
- Acknowledge children's emotions, feelings and fears
- Develop positive relationships with children to assist children confidently when sleeping and resting

- Australian Children’s Education & Care Quality Authority
- Guide to the Education and Care Services National Law and the Education and Care Services National Regulations 2015.
- ECA Code of Ethics.
- Guide to the National Quality Standard.
- Guidelines for SIDS and Kids Safe Sleeping in Childcare Facilities
- SIDS & Kids Safe Sleeping Kit – [www.sidsandkids.org](http://www.sidsandkids.org)
- Standards Australia – [www.standards.org.au](http://www.standards.org.au)
- The Children’s Hospital at Westmead – Safety factsheet – Cots and Cot Mattresses, <http://kidshealth.schn.health.nsw.gov.au/sites/kidshealth.schn.health.nsw.gov.au/files/safetyfactsheets/cots-and-cot-mattresses.pdf>
- Australian Competition and Consumer Commission (ACCC) – [www.accc.gov.au](http://www.accc.gov.au) - Cot safety PDF
- Australian Consumer Law 2011 - Australian Competition and Consumer Commission.
- Workplace Injury Rehabilitation and Compensation Act 2013
- Occupational Health and Safety Act 2004
- Equipment (Public Safety) Act 1994
- Safe sleep and rest practices from October 2017 (ACECQA)
- Revised National Quality Standards
- Red Nose  
<https://rednose.com.au/section/safe-practices>

**Review**

Policy Reviewed	Modifications	Next Review Date
May 2018	Minor adjustments made with the addition of the National Quality Standard requirements for sleeping.	October 2018
<b>October 2018</b>	Merged Rest Time Policy with Sleeping Requirements Policy. Changes made to comply with changes to National Regulations and revised National Quality Standard and safe sleeping practice.	October 2019