



Sleep and Rest

Approval: June 2022

Review: June 2024

POLICY STATEMENT:

All children have individual sleep and rest requirements. Our objective is to meet these needs by providing a comfortable, relaxing and safe space to enable their bodies to rest. This environment will also be well supervised ensuring all children feel secure and safe at our service.

NATIONAL QUALITY STANDARD (NQS)

QUALITY AREA 2: CHILDREN'S HEALTH AND SAFETY

2.1	Health	Each child's health and physical activity is supported and promoted
2.1.1	Wellbeing and comfort	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	Safety	Each child is protected.
2.2.1	Supervision	At all times, reasonable precautions and adequate supervision ensure children are protected from harm and hazard.

QUALITY AREA 3: PHYSICAL ENVIRONMENT

3.1	Design	The design of the facilities is appropriate for the operation of a service.
3.1.2	Upkeep	Premises, furniture and equipment are safe, clean and well maintained.

EDUCATION AND CARE SERVICES NATIONAL LAWS & REGULATIONS

Section 165	Offence to inadequately supervise children
Section 167	Offence relating to protection of children from harm and hazard
81	Sleep and Rest
82	Tobacco, drug and alcohol-free environment
87	Incident, injury, trauma and illness record
103	Premises, furniture and equipment to be safe, clean and in good repair
105	Furniture, materials and equipment
107	Space requirements-indoor space
110	Ventilation and natural light
115	Premises designed to facilitate supervision

168	Education and care service must have policies and procedures
170	Policies and procedures to be followed
171	Policies and procedures to be available
172	Notification of change to policies or procedures
176	Time to notify certain information to Regulatory Authority

RELATED POLICIES, DOCUMENTATION & CONSIDERATIONS

Family Communication Policy Providing a Child Safe Environment Policy Interactions with Children, Family and Staff Policy Incident, Illness, Injury and Trauma, Staffing policies	Risk Assessments My Time, Our Place. Safety checks <i>Evidence-based practice</i> – www.acecqa.gov.au/ Red Nose: Red Nose: Safe Practices
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PURPOSE:

Bondi Before & After Care, believes that effective rest and, where necessary, sleep strategies are important factors in ensuring a child feels safe, secure and comfortable in the service environment.

The service defines 'rest' as a period of inactivity, solitude, calmness or tranquility and is considered different to a child being in a state of sleep in regards to the school age care of children.

Whilst the majority of children who access our service may never need to sleep or rest during their time at the service, it is important that educators can accommodate the rest needs of all children regardless of their age if it is needed. Examples of when this may be necessary are when children are feeling unwell, if they are tired from an excursion or if they have additional needs and their rest requirements are greater than their peers. (National Quality Standards 2.1 and 2.2, Elements 2.1.1 and 2.2.1)

SCOPE

This policy applies to children, families, educators, staff, management, approved provider, nominated supervisor, students, volunteers and visitors of the Service.

IMPLEMENTATION

'Children have different sleep, rest and relaxation needs. Children of the same age can have different sleep patterns that 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.' (ACECQA).

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.

Approved Provider/Management will ensure:

- The service follows safe sleep & rest practices for all children in accordance with the Education and Care Services National Law and Regulations. The service will ensure that the needs for sleep and rest of children in the service are met, having regard to the ages, developmental stages and individual needs of the children.
- The service's Sleep and Rest Policy is based on recommendations from the evidence-based practice

detailed on the ACECQA website.

- If a school age child requests a rest then there is a designated area for the child to be inactive and calm, away from the main group of children. The designated rest area may be a cushion, mat or seat in a quiet section of the care environment.
- The service consults with families about their child's individual needs and to be aware of the different values and parenting beliefs, cultural or otherwise, that are associated with rest.
- The service follows the evidence-based safe sleep practices recommended by [Red Nose](#). If a family's beliefs and practices are in conflict with these the service will not endorse an alternative practice, unless the service is provided with written advice from a medical practitioner.
- The service has a duty of care to ensure that all children are provided with a high level of safety when resting or sleeping while in care.
- In meeting the service's duty of care, it is a requirement that management and educators implement and adhere to the service's Sleep and Rest Policy.
- all educators and new employees are provided with a copy of this policy as part of their induction program
- nominated supervisors, educators, staff and volunteers follow the policy and procedures
- sleep and rest environments will be safe and free from hazards including cigarette and tobacco smoke
- areas for sleep and rest are well ventilated and have natural lighting
- safe sleep practices are documented and shared with families. Nominated Supervisors and educators are not expected to endorse practices requested by a family if they differ from [Red Nose](#) safe (formerly SIDS and Kids) sleeping recommendations
- All children will be placed on their back to rest when first being settled for a rest. If a child turns onto their side or stomach during sleep, then allow them to find their own sleeping position.
- All children will rest with their face uncovered.

A Nominated Supervisor (BASC Director) & Responsible Person will:

- Our service will provide a range of both active and restful experiences throughout the program and support children's preferences for participation.
- Quiet, solitary play experiences are available for those school age children who request the need for a rest or time away from their peers.
- 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.
- Ensure educators understand and follow the *Sleep and Rest Policy*.
- Ensure there are appropriate opportunities to meet each child's need for sleep, rest and relaxation including providing children with comfortable spaces away from the main activity area for relaxation and quiet activities.
- Provide children with safe sleeping equipment and environment.
- The rest environment, equipment and materials will be safe and free from hazards, including cigarette or tobacco smoke.
- Educators monitor resting children at regular intervals and supervise the rest environment.
- Ensure children who are sleeping or resting have their face uncovered at all times.

Educators will:

- Have a thorough understanding of the Service's policy and practices and embed practices to support safe sleep into everyday practice.
- Be sensitive to each child's needs so that sleep and rest times are a positive experience.
- Ensure there are appropriate opportunities to meet each child's need for sleep, rest and relaxation.
- Ensure that each child's comfort is provided for.
- Acknowledge children's emotions, feelings and fears in regard to sleep/rest time.

- Ensure that rest environments are clean and in good repair.
- Ensure the environment is tranquil and calm for both educators and children.
- Create a relaxing environment for sleeping children by playing relaxation music, reading stories, cultural reflection, turning off lights, and ensuring children are comfortably clothed.
- Sit near children who are resting and encourage them to relax and/or listen to music.
- Monitor the room temperature to ensure maximum comfort for the children.
- Ensure there are no loose aspects of clothing that could entangle the child during sleep/rest (scarfs should always be removed during rest/sleep).
- Ensure physical checks of a sleeping child occur at least every 10 minutes.
- Ensure they are not engaged in other duties (e.g. administrative duties) that will take their attention away from actively supervising sleeping and resting children.
- If the child's face/body appears blue and the child is not breathing, initiate first aid immediately including calling an ambulance and beginning resuscitation.
- Ensure a record is maintained recording the time and observation of each physical check immediately after checks are made.
- Communicate with families about their child's sleeping or rest times and the Service policy regarding sleep and rest times.
- Consult with families about children's sleep and rest needs.
- Record sleep and rest patterns to provide information to parents/families.

PROCEDURES:

Safe Resting Practices for a Child who is Unwell:

- Refer to the service's Incident, Illness, Injury and Trauma policy for additional information.
- Child will be encouraged to rest in a quiet, comfortable and safe place.
- Child will be encouraged to lie down & make themselves comfortable when displaying signs of being unwell.
- Children will be allowed to find their own sleeping position.
- All children will rest with their face uncovered.
- Children who are unwell (and waiting for collection from a parent /guardian) will be given the highest supervision priority and monitored constantly especially if the child has a high temperature, vomited or received minor trauma to their head. For example, a child who has received a blow to the head while playing sports.
- Parents will be contacted immediately to make arrangements to collect the child as soon as possible.

The Rest/Sleep Environment and Equipment

- The service will ensure a rest or sleep space is available or can be made available to children at all times. This could include a quiet area with cushions, a book corner with bean bags, a lounge or armchair etc.
- The area and equipment will be checked regularly as part of the services safety check and hazard identification practices.
- Hygiene standards will be maintained when children use the rest/sleep area and equipment such as regularly washing pillowcases and blankets, particularly when a child is unwell.
- There may be occasions where children with additional needs will need to sleep or rest in their wheelchairs or other equipment such as a modified stroller. It is important that children are not left alone whilst sleeping in these and that the restraints are sufficiently fastened.
- Ensure sleeping spaces are not dark- there needs to be sufficient light to allow supervision and to physically check children's breathing, lip and skin colour.
- Provide children with safe sleeping equipment and environment, including adequate ventilation and adequate lighting to enable effective supervision.
- The service will ensure the room temperature, airflow, noise and lighting is conducive to sleep and rest when necessary.

- Children’s clothing items should be checked prior to them sleeping to ensure it doesn’t present any hazards to them whilst asleep.

SOURCES:

ACECQA. (n.d.). Safe sleep and rest practices:

<https://www.acecqa.gov.au/resources/information-sheets/safe-sleep-and-rest-practices>

Australian Children’s Education & Care Quality Authority. (2014).

Australian Competition and Consumer Commission (ACCC). (2013). Find out more: Keeping baby safe:

https://www.accc.gov.au/system/files/639_Keeping%20Baby%20Safe_text_FA4-WEB%20ONLY.pdf

Early Childhood Australia Code of Ethics. (2016).

Education and Care Services National Law Act 2010. (Amended 2018).

Education and Care Services National Regulations. (2011)

Guide to the Education and Care Services National Law and the Education and Care Services National Regulations. (2017).

Guide to the National Quality Framework. (2018). (Amended 2020).

NSW Department of Education. (2021). *Sleep and rest for children-Policy guidelines for early childhood education and care services.*

Red Nose: <https://rednose.com.au/section/safe-practices>

Red Nose: <https://rednose.com.au/section/safe-sleeping>

Revised National Quality Standard. (2018).

Standards Australia – www.standards.org.au

The NSW Work Health and Safety Act 2011

The NSW Work Health and Safety Regulation 2011

POLICY REVIEWED	MODIFICATIONS	NEXT REVIEW DATE
June 2022	<ul style="list-style-type: none"> • policy reviewed to align with ACECQA policy guidelines (June 2021) • Additional legislative requirements added • Adopted content and language from Child Care Centre Desktop Policy • Reformatted to add Regulations and Quality Areas • Additional sources added • Additional Related Policy & documents added • Added Policy Reviewed table 	June 2024
October 2020	<ul style="list-style-type: none"> • Referenced appropriate content to ACECQA • Sources checked for currency • Red Nose link added 	October 2022
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