

Sleep & Rest Policy



Procedure Relevant to:	All Team members, Educators & families
Link to	Sleep & Rest Procedure
Last Reviewed:	June 2023
Next Review:	February 2026
NQF:	82, 84A-D, 87, 103, 105, 106, 107, 110, 115, 168, 170, 171, 172, 176
NQS:	2.1, 2.1.1, 2.2, 2.2.1, 3.2, 3.1.2
National Law:	165, 167

All children have individual sleep and rest requirements. Our objective is to meet each child's need for sleep, rest and relaxation 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 Adventure Patch services.

Purpose

The Education and Care Services National Regulations requires approved providers to ensure their services have policies and procedures in place for children's sleep and rest. Our Sleep and Rest Policy will assist management, and educators and other staff to ensure that all children have appropriate opportunities to sleep, rest and relax in accordance with their individual needs whilst attending the service.

The risk of Sudden Infant Death Syndrome (SIDS) for infants will be minimised by following practices and guidelines set out by the national authority on safe sleeping practice for infants and children- Red Nose (formerly SIDS and Kids). Our policy sets out quality practice and is informed by recognised and evidence-based principles. Safe Sleep practices are informed by Red Nose and guidance from ACEQCA.

Sleep or rest procedures shall be safe and meet the needs of individual children and expectations of parents.

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 Adventure Patch's duty of care, it is a requirement that all educators implement and adhere to this policy and associated procedures to ensure we respect and cater for each child's specific needs and ensure all risks are appropriately addressed at all times.

Policy

Educators will take reasonable steps to ensure the needs for sleep and rest of children are met, having regard to their age, developmental and individual needs. Sleep procedures and sleep equipment will take into account current health and safety advice from recognised health and safety authorities. There will be a comfortable place and experiences that promote rest and relaxation provided for children at all times.

Adventure Patch services will ensure:

- That all children sleep in a clean and safe environment.
- Educators will consult with families to meet the individual sleep/rest requirements for each child.
- be sensitive to each child's needs so that sleep and rest times are a positive experience.
- Adventure Patch will ensure no bassinets are used or stored within our services.
- All sleep procedures and equipment is purchased and maintained in accordance with Australian Standards and recognised health and safety authorities (Red Nose Australia)
- Education and Care Services National Regulations and Law are to meet at all times.

Risk Assessment

Adventure Patch, in conjunction with educators of their services, will conduct a comprehensive risk assessment in order to identify any potential risk/s or hazards and ensure the safety of all children during sleep and rest.

The risk assessment will be reviewed at least annually or after being aware of an incident or circumstance where the health, safety or wellbeing of children may be compromised during sleep or rest. All risk assessments will be regularly assessed and evaluated as to facilitate continuous improvement in our services. If a risk concerning a child's safety during sleep and rest is identified during the risk assessment, Adventure Patch must update the *Sleep and Rest Policy* and procedure as soon as possible. The risk assessment must be stored safely and securely and kept for a period of 3 years.

Our risk assessment will consider and include the following information:

- the number, age, developmental stages and individual needs of children
- the sleep and rest needs of individual children being educated and cared for (including specific health care needs, cultural preferences, sleep and rest needs of individual children and requests from families about a child's sleep and rest)
- the suitability of staffing arrangements to adequately supervise and monitor children during sleep and rest periods.
- the level of knowledge and training of staff supervising children during sleep and rest periods.
- the location of sleep and rest areas, including the arrangement of cots and beds within the sleep and rest areas
- the safety and suitability of any cots, beds and bedding equipment, having regard to the ages and developmental stages of the children who will use the cots, bed and bedding equipment.
- any potential hazards:
 - in sleep and rest areas
 - on a child during sleep and rest periods (such as jewellery, clothing)
- the physical safety and suitability of sleep and rest environments (including temperature, lighting and ventilation)

(ACECQA 2023)

Related Policies

Administration of First Aid Policy
Child Safe Environment Policy
Enrolment and Orientation Policy
Health and Safety Policy
Tobacco, Drug and Alcohol Free Policy


Resources

ACECQA. (n.d.). Safe sleep and rest practices: <https://www.acecqa.gov.au/resources/supporting-materials/infosheet/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](#)
 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. (2017). (Amended 2020)
 Red Nose: <https://rednose.org.au/>
 Quality Standard. (2018). Standards Australia – <https://www.standards.org.au/>

Review History

Policy Reviewed By:	Lindy Davis	Manager LDC	September 2023
POLICY REVIEWED	September 2023	NEXT REVIEW DATE	February 2026
Modifications	Added Risk Assessment section: New information added regarding regulation changes effective October 2023		
POLICY REVIEWED	PREVIOUS MODIFICATIONS	NEXT REVIEW DATE	
June 2023	<ul style="list-style-type: none"> • policy maintenance • hyperlinks checked and repaired as required. • Added purpose. • Added related policies. • Added resources 		

Signed

CEO:	
Manager:	