

Policy title	2.17 Sleep and Rest
Policy type	Management
Group	Family and Children

Rationale

Each child has different requirements for rest based on age, activity level, individual sleep habits, regulars, cultural and family customs.

Supporting children to get the amount of sleep and the sort of quality sleep they need can help them to be healthier and happier. (<http://raisingchildren.net.au/> on 1 May 2017).

The purpose of this Policy is to ensure that sleep and rest time practices at Moonee Valley City Council's education and care services meet children's and families' requirements, while maintaining the service's duty of care.

Policy statement

Moonee Valley City Council is committed to:

- providing a safe and comfortable environment for children to relax, rest and/or sleep
- accommodating children's individual needs for rest or sleep, and families' requirements, where it is safe and appropriate to do so
- implementing safe sleeping practices in all education and care settings. Appropriate bedclothes and positioning of babies in cots/beds can reduce the likelihood of Sudden Infant Death Syndrome (SIDS)
- ensure that sleep and setting strategies are tailored to meet the individual needs of all children

Group	Responsible Manager	Document	Document No	Approval Date	Review Date
Family and Children's Service	Michele Leonard	2.17 Sleep and Rest Procedure	17/150848	August 2017	August 2019

Procedure	2.17 Sleep and Rest Procedure
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Action	Approved provider	Responsible Person or Primary Nominee	Educator/contractor	Families	Education and Care Services National Regulations 2011	Education and Care Services National Law Act 2010	Children's Services Regulations 2009 & Children's Services Act 1996
Ensure the design of the education and care service provides for safe and comfortable places for children to sleep or rest. Rooms are to have adequate lighting.	✓	✓	✓		r.77 r.81 r.103 r.105 r.106 r.107 r.110	s.167	r.78 r.103 s.26 s.29
Ensure that family day care educators/contractors provide for safe and comfortable places for children to sleep or rest in their residences. These places must enable adequate supervision of sleeping/resting children at all times. Rooms are to have adequate lighting.	✓	✓	✓		r.103 r.105 r.106 r.107 r.110	s.167	r.78 r.103 s.26 s.29
Maintain knowledge of safe sleep practices.	✓	✓	✓		r.81	s.167	r.103 s.26
Sleeping children should always be within sight and hearing distance so that staff/educators/contractors can assess the children's vital signs like regular breathing and normal colour of their skin to ensure safety and wellbeing.		✓	✓		r.263 r.81	s.167 s.165 s.169	r.50r.53 r.103 s.26 s.27 s.29A
All sleeping children are to be under constant supervision.	✓	✓	✓		r.263 r.81	s.167 s.165 s.169	r.50 r.53 r.103s.26 s.27

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							s.29A
<p>Educators/contractors will work in partnership with families to ensure children's individual relaxation, rest and sleep regularly meet both the need of the family and the children's developmental requirements.</p> <p>Provide children with their personal comfort items as requested.</p>		✓	✓	✓	r.81	s.167	r.103 s.26 s.29A
<p>Regularly communicate with parents/guardians to determine the impact that any restrictions may have on the child, the family and the program.</p>		✓	✓	✓	r.81		r.103 s.26
<p>Babies/toddlers will be placed in their cots/beds as per SIDS recommendations including:</p> <ul style="list-style-type: none"> babies will have hoods, hats, bonnets and bibs removed prior to settling and before they are placed in cots staff will use firm, clean, well-fitting sheet and mattress SIDS-approved sleeping bags (allow babies' arms to be free and are well fitted to babies' size) can be used instead of sheets babies are to be placed on their back to sleep with their feet at the bottom of the cot babies' bedclothes will be tucked in at sides of the cot securely babies' head needs to remain uncovered at all times during sleep and sheets should be tucked in below babies' shoulders babies should be dressed appropriately, ensuring they do not overheat babies over 3 months can start to turn 		✓	✓		r.77 r.81	s.167 s.165 s.169	r.103 s.26 s.27 s.29A

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<p>over and should have their arms free of wrapping to reposition themselves and self-settle</p> <ul style="list-style-type: none"> toys, quilts, duvets, pillows, lamb's wool and cot-bumpers are not to be placed in cots. (Very young babies are unlikely to have attachments to comfort items and the risk of SIDS outweighs any benefits. quilts, duvets and/or blankets are not to be draped over the side of cots, ensuring supervision at all times 		✓	✓				
Wash beds/cots with warm soapy water between different children using the same bed/cot.		✓	✓		r.77 r.81 r.106	s.167	r.103 s.26
<p>At times, children may be required to sleep overnight at a family day care residence. In this situation, educators/contractors will discuss this request with the Coordination Unit prior to the care being offered. Considerations must be given to the following:</p> <ul style="list-style-type: none"> there must be one bed/mattress for each child requiring a sleep sleeping children sharing the same room will only be siblings no older than 8 years of age. Sleeping children will be checked at regular intervals and must be within hearing range of the educator/contractor each child's need for privacy is respected 	✓	✓	✓		r.77 r.81	s.167	r.103 s.26 s.29
Ensure that all staff/educators/contractors comply with this Policy and Procedures.	✓	✓	✓		r.170	s.167 s.175	
If parents/guardians have concerns with their child's sleeping patterns, refer the parents/guardians to Council's Maternal and Child Health Service.		✓	✓				

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Resources and useful websites

<http://acecqa.gov.au/national-quality-framework/the-national-quality-standard>

Raising Children Network

http://raisingchildren.net.au/sleep/babies_sleep.html

Royal Children's Hospital <http://www.rch.org.au>

SIDS and Kids Victoria:

<http://sidsandkidsvic.org/>

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