



# Sleep, Rest and Relaxation for Children Policy

## RATIONALE

This policy provides clear guidelines for the implementation of evidence based safe sleep, rest and relaxation practices that meet the individual needs of children enrolled at Holy Family Catholic School Early Learning

The policy recognises most children benefit from periods of rest which helps them grow and prepare for meaningful learning experiences. Rest periods are included in all children's daily routine consistent with their developmental needs.

## PROCEDURES

**The Approved Provider, Nominated Supervisor and representative's responsibilities are:**

- The premises and facilities are designed and maintained to facilitate supervision of children at all times while maintaining the rights and dignity of all children.
- The age and supervision requirements for Educators are maintained at all times.
- Regulatory Authorities are notified of any serious incident, within 24 hours of the incident or the time that the person becomes aware of the incident.
- Minimum Educator qualification requirements are recognised under the National Quality Framework.
- The Service maintains the required educator-to-child ratio working directly with children at all times, based on the ages and number of children being educated and cared for at Holy Family Catholic School Early Learning. For children aged 36 months of age or over the ratio is 1:11.
- Ensure Educators are aware if they need to move away, another Educator is to replace them.
- Ensure Educators have a sound understanding of their duty of care and responsibilities in ensuring children are within a safe environment
  - Educators implement the safe sleeping practices in this policy at all times.

For ratio requirements in all states see the Information Sheet provided by [ACECQA](#).

**The Educator responsibilities include:**

- Have a sound understanding of their duty of care and responsibilities in ensuring children are within a safe environment.
- sleep and rest environments are quiet and restful.
- Educators conduct 7 minute checks on all sleepers and document.
- Where children are sleeping or resting, children are to always be within sight or hearing distance of an educator, allowing educators to assess the child's breathing and colour of their skin.
- Ratios are maintained at all times while children are sleeping and resting.
- Educators implement the safe sleeping practices in this policy at all times.
- Hanging cords or strings from blinds, curtains, mobiles, or electrical devices are away from beds/stretchers.
- Provide children who do not require sleep or rest with quiet, meaningful activities.

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- Encourage children to communicate their needs for sleep and rest and make appropriate decisions about these needs.
- Support children who need rest and relaxation outside the designated rest time.
- Respect the privacy needs of each child when dressing and undressing.  
Play calm, relaxing music.
- Communicate daily with families about their child's sleep and rest routines.
- Comfort children when required.
- Inform new and relief educators about sleep practices, outlining their responsibilities.
- Documentation sleep times on playground .
- Windows are to be kept clear for viewing.

#### **Transition to rest time**

Educators will ensure:

- Children's faces and hands will be washed before transitioning to sleep and rest.
- Excess clothing will be removed,
- Ensure that there is sufficient light for staff to observe children resting.
- Sleep and rest areas will be well ventilated

#### **Hygiene**

To ensure sleeping environments are hygienic educators will:

- clean beds, linen and mattress covers with detergent and water every day or at the end of the week if used by same child.
- clean beds, linen and mattress covers when they look dirty.
- make sure each child has their own bed linen.
- implement the Cleaning Procedure to clean soiled beds, mattresses, and bed linen.

#### **REFERENCES:**

- Quality Area 2 – Children's health and safety
- Quality Area 2.1.1- Each child's wellbeing and comfort is provided for, including appropriate opportunities to meet each child's need for sleep, rest and relaxation.
- Education and Care Services National Regulations (2011), R 81
- *Staying Healthy in Childcare* 5<sup>th</sup> edition

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