



SLEEP AND REST POLICY

POLICY STATEMENT

All children have individual sleep and rest requirements which we need to consider and cater for, to ensure their needs are being met. Children need a comfortable 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. Clovelly out of School Care will ensure that all children have appropriate opportunities to rest and relax in accordance with their individual needs. Our service defines 'rest' as a period of solitude, calmness or tranquillity. 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 early childhood environment.

PROCEDURE

Management will ensure:

- Reasonable steps to ensure that children's needs are being met by giving them the opportunity to rest, having regard to the ages, developmental stages and individual needs of each child.
- Ensure there is a designated area in the service that is for quiet time only where children feel comfortable to retreat and relax without judgement or interruption.

Educators will:

- Consult with families about children's rest needs.
- Educators will be sensitive to each child's needs so that rest times are a positive experience.
- Create a relaxing environment for children to rest by playing relaxation music or reading stories.
- Maintain adequate supervision and maintain educator ratios.
- Monitor the room temperature to ensure maximum comfort for the children.
- Quiet, solitary play experiences are available for those school age children who request the need for a rest or time away from their peers.
- Safe resting practices are relevant to school age children because, if they are resting or sleeping they should be monitored at regular intervals and a school aged child's face should be uncovered when they are sleeping as described above.

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 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 sport.



- Parents will be contacted immediately and will be asked to make arrangements to collect their 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. At COOSC our quiet area with cushions is our book corner as it is separated by shelving and is designated for rest time only.
- 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.
- 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.

RELEVANT DOCUMENTS FOR CONSIDERATION

My Time, Our Place

Education and Care Services National Law 2010 Education and Care Services National Regulations

National Quality Standard

Australian Children's Education & Care Quality Authority.

Family Handbook

Version number	Date effective	Description of amendment
1	March 2018	Changes to procedure
2	April 2019	No Change
3	April 2020	Changes to wording
4	April 2022	Changes to wording

Considered and accepted by the Management Committee (representative) – L. Henricks

Considered and accepted by the staff (representative) – Katrina Thomas