



Sleeping Children Policy

Rationale:

Children will experience an environment where they are kept safe from harm when resting and sleeping.

Objective:

To ensure a system is in place for monitoring resting and sleeping children, which ensures their comfort, safety and well-being.

Policy:

1. All beds, cots and mats are spaced to ensure hygiene, safety, adequate means of ventilation and access to ensure an undisturbed rest for children.
2. The area surrounding each child allows sufficient air movement to minimise risk of spreading illness
3. Children are able to safely sit or stand as they wake.
4. Conditions of bed and bedding to be looked at every 2 years (or earlier if needed) and a decision to be made if replacements need to be purchased.
5. All sleep rooms have a heat pump and thermometer, room temperatures will be 18 degrees.
6. Resting and sleeping children will be located in an area, which at that time is designated as a sleeping/resting area.
7. Where possible parents instructions on their child's routine for sleeping will be followed, however a child maybe given a sleep at the discretion of the teacher.
8. All jewellery (including teething necklaces, greenstones, etc.) worn by children will be left on while sleeping unless specified by parents. Staff will remove hair ties and hair clips before settling a child to sleep.
9. If a child uses a dummy it is, the parent's responsibility to ensure it is not a potential choking hazard.
10. All children will have their outer clothing removed prior to being settled to sleep e.g. sweatshirts, hoodies (on colder days this also ensures children have something warm to wear once they wake)
11. Children are prepared for rest in a calm and relaxed manner by staff.
12. Where possible rooms will have half doors and/or large viewing windows to allow children and staff to be viewed at all times.
13. Staff supervising the sleep area will ensure children do not disturb other children who are trying to sleep.
14. If needed staff will be present when children are settling or resting.
15. When children are sleeping teachers will have a system in place to ensure:
 - a. Over two year olds - checked every ten minutes.

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**Reference: Education (Early Childhood Services) Regulations 46
Health & Safety 9**

b. Under two year olds –checked every five minutes.

16. Checks which include monitoring the children’s breathing, warmth and general well-being are signed by the teacher checking by using “Sleep Monitoring Sheet”.

17. Records are kept showing children’s sleep times, these records are available to parents.

18. No child has access to any food or fluid while in bed.

Beds and Bedding

1. Beds will allow the child to stretch out full length without exceeding both ends.
2. Beds shall be at safe and secure heights from the ground, and cots have a barrier to prevent the child from falling.
3. Will have a surface, which is waterproof and can be cleaned by wiping with bleach solution.
4. Will allow staff to see the child from a reasonable monitoring position.
5. Will be kept in good and safe repair and hygienically stored whilst not in use.
6. Babies who attend regularly have their own cot each day and linen is changed weekly or as needed.
7. Each child will have fresh linen weekly or as needed.
8. Children will not be able to share a bed at the same time.

Policy Name: Sleeping Children Policy Location: Health and Safety Manual	
Short footer name	Sleeping Children
Consultation	Parents, staff, BOT
Policy ratified	7 th December 2021
Introduction Date	11 December 2002
Automatic review date	2024

This policy will need to be reviewed to ensure that it continues to be appropriate and effective. Policy statement should be reviewed:

- If any of the statutory source change or
- If any roles are amended
- If any part of the policy becomes ineffective or problematic or
- If there are any suggestions for improvement or
- The policy is scheduled for automatic review

Chairperson

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Date