

# QA2 – SLEEP, REST AND RELAXATION PROCEDURE

## INFORMATION

Considering the busy and energetic nature of children's day, we feel that it is important for children to participate in a rest period during the day in order to relax and recharge their body; this may involve having a sleep or engaging in quiet experiences. Safe sleeping is also critical, and we will ensure that all team members are aware of, and implement, safe sleeping strategies. We will follow the current and relevant recommendations such as those of leading authority Red Nose, in regards to safe sleeping practices.

## RESPONSIBILITIES

All team members, visitors, students and volunteers must comply with this procedure.

## PROCEDURE

### THE NOMINATED SUPERVISOR/ RESPONSIBLE PERSON WILL:

- Ensure each child's needs for sleep, rest or relaxation are being met, and are appropriate for their age and developmental stage
- Ensure team members are trained in, understand and implement safe sleeping practices
- Ensure that sleeping infants are closely monitored and children are checked on, at regular intervals
- Discuss each child's individual sleep and rest requirements with their family, including viewing of the sleeping facilities
- Inform parents/guardians upon enrolment that due to serious safety concerns issued by Product Safety Australia, Kidsafe Australia, the Red Nose organisation, as well as Federal and State governments, children are advised not to wear amber bead necklaces, or any other jewellery, at the centre.
- Ensure children who are sleeping or resting:
  - Have their face uncovered at all times,
  - Soft toys and comforters are not placed in the sleep space with infants (0-12 months)
  - Only allow soft toys in cots with babies who are over 12mths and where families request this, soft toys should be minimised in cots for children's safety.
  - Do not have equipment such as bumpers, infant positioners, inclined sleepers, or additional padding, mattresses, pillow and other soft items in the sleep and rest environment for children under 2 years of age.
  - Have an area free from tobacco smoke, or electrical and curtain cords.
- Determine if the recording of regular sleep checks is required by team members.
- Perform a Safe Sleep Checklist Audit at least annually.

## ALL TEAM MEMBERS WILL

- Participate in recommending training for the age group of children they are working with.
- Nido core staff and Centre Management will partake of the Safe Sleep Training for Early Childhood Educators (Advanced Course). All Infant Community Senior Educators will also be encouraged to participate in this course where possible.
- Ensure there are appropriate opportunities to meet each child's need for sleep, rest and relaxation.
- Ensure children who are sleeping or resting:
  - Have their face uncovered at all times,
  - Soft toys and comforters are not placed in the sleep space with infants (0-12 months)
  - Only allow soft toys in cots with babies who are over 12mths and where families request this, soft toys should be minimised in cots for children's safety.
  - Do not have equipment such as bumpers, infant positioners, inclined sleepers, or additional padding, mattresses, pillow and other soft items in the sleep and rest environment for children under 2 years of age.
  - Have an area free from tobacco smoke, or electrical and curtain cords.
- Provide free access to rest and sleep environments as far as possible.
- Respond to children's individual cues for sleep (yawning, rubbing eyes, disengagement from activities, crying, etc) and allow them to rest as they require.
- Understand and discuss with families about children's individual sleep and rest needs and routines.
- Ensure that routines and the physical environment are flexible enough to support children who do not require a sleep and to ensure opportunities are provided for rest and relaxation throughout the day as needed.
- Ensure that cots/beds/mattresses are clean and in good repair and are cleaned between use.
- Ensure that bed linen is clean and in good repair and is washed before use by another child.
- Arrange children's cots/beds/mattresses to allow easy access for children and staff.
- Monitor to ensure children are sleeping on firm mattresses or beds, and that mattress are positioned away from the walls as young children can become trapped between the mattress and wall.
- Ensure that areas around the mattress are clear of soft toys, bean bags, plastic bags or similar objects that a young child can roll onto.
- Create a relaxing environment for resting children such as by playing relaxation music, reading stories, turning off or dimming lights and ensuring children are comfortably clothed.
- Maintain adequate supervision and educator:child ratios throughout the sleep period.
- Assess each child's circumstances and current health to determine whether higher supervision levels and checks may be required.
- Encourage children to dress appropriately for the room temperature when resting or sleeping.
- Monitor the room temperature to ensure maximum comfort for the children.
- Ensure that children who do not wish to sleep are provided with alternative quiet activities and experiences, while those children who do wish to sleep can do so, without being disrupted.
- Perform regular sleep room checks when children / infants are asleep in the sleep room.

## **NIDO (6 WEEKS TO 12 MONTHS OF AGE)**

Team members must:

- Follow the current and relevant recommendations such as those of leading authority Red Nose or Kidsafe Queensland, in regards to safe sleeping practices.
- Children are currently provided with cots in accordance with Departmental directives.
- Ensure infants are not put to sleep with dummy chains, jewellery of any kind (including teething necklaces or religious / cultural artifacts). They are to be removed before putting the child to sleep. Secure stud earrings are excluded.
- Ensure infants are not put to sleep with bottles, unless an adult is in the room while they settle and the bottle is removed once the child falls asleep and/or the educator leaves the room.
- Observe infants at regular intervals while they sleep to check they are physically breathing.
- Not leave babies in a bassinet, hammock or pram/stroller to sleep.
- Ensure mattresses are kept in good condition.
- Ensure the sleep area does not contain any pillows, doonas, lamb's wool and soft toys.
- Always place infants on their back to sleep. Once a baby has been observed to repeatedly roll from back to front and back again on their own, they can be left to find their own preferred position.
- Ensure that if a medical condition exists that prevents a baby from being placed on their back to sleep, that the alternative practice is detailed and confirmed in writing by the child's medical practitioner.
- Observe the children who are developmentally ready to move to the Infant Community and provide them with a safe sleeping environment.
- Transitions from a cot to a bed should be led by children's needs and in consultation with families. Infants, 0-12mths should remain in a cot unless there is an imminent safety reason (for example the infant has been observed attempting to climb out of the cot and looking like they may succeed). In this instance, the families must seek advice from a medical practitioner and a risk assessment should be completed to consider options to ensure the infants safety. Services should also consult with the Regulatory Authority and Red Nose in this instance.

## **INFANT COMMUNITY (FROM 13 MONTHS OF AGE)**

Team members must:

- Follow the current and relevant recommendations such as those of leading authority Red Nose, in regards to safe sleeping practices.
- Children will be provided with floor mattresses or beds, or a cot if required.
- Check that children are on firm bedding, not soft cushions or bean bags and beds are not against the wall.
- Ensure infants are not put to sleep with dummy chains, jewellery of any kind (including teething necklaces or religious / cultural artifacts). They are to be removed before putting the child to sleep. Secure stud earrings are excluded.
- Ensure infants are not put to sleep with bottles, unless an adult is in the immediate area while they settle, and the bottle is removed once the child falls asleep and/or the educator leaves the immediate area.
- Ensure bedding equipment are kept in good condition.

## ACKNOWLEDGEMENTS, REFERENCES AND RESOURCES

Best practice guide for the design of safe infant sleeping environments (2022). Kidsafe  
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Red Nose Organisation. (2019). *Red Nose warns parents not to use amber bead necklaces*. Retrieved 6 August, 2019 from <https://rednose.org.au/news/red-nose-warns-parents-not-to-use-amber-bead-necklaces>

Queensland Government, (2017). *Amber teething necklaces*. Retrieved 6 August, 2019 from <https://www.qld.gov.au/law/your-rights/consumer-rights-complaints-and-scams/product-safety-for-consumers/safety-advice-and-warnings/baby-products/amber-teething-necklaces>

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## DOCUMENT CONTROL

Date Reviewed	Modifications
June 2019	Created new policy document and format.
August 2019	Updated with latest information about amber necklaces
8 February 2022	Reviewed at Wavell Heights staff meeting
19 September 2022	Reviewed due to compliance Added details regarding Red Nose
3 November 2022	Added Infant Community section
21 December 2022	Added clarification of ages; Kidsafe reference
January 2024	Updated Safe Sleeping from Red Nose