

REST TIME PROCEDURE

Our Service will ensure that all children have appropriate opportunities to sleep, rest and relax in accordance with their individual needs. The risk of Sudden Infant Death Syndrome (SIDS) for infants will be minimised by following practices and guidelines set out by health authorities.

This procedure provides detailed steps for educators to implement techniques and strategies for settling children before and during a rest period.

Education and Care Services National Law or Regulations (R. 81, 103, 105, 110, 115 and 168) NQS QA 2 and 3: Element 2.1.2, 2.2.2 and 3.1.2 Health and Physical Environment practices and procedures

Related Policy: Sleep and Rest Policy

TO ENSURE A SAFE AND SECURE REST TIME ENVIRONMENT FOR ALL CHILDREN		
1	Educators will maintain up to date knowledge regarding safe sleeping practices and attend staff development about safe sleeping practices (Red Nose)	
2	Educators will consult with families regarding individual children's sleep and rest needs and record individual sleep/rest patterns for families each day	
3	The approved provider will ensure there are adequate number of cots and bedding available to children that meet mandatory Australian Standards	
4	Educators will ensure that beds/mattresses and bed linen in clean and in good repair	
5	Educators will wipe over each bed and mattress with warm water and neutral detergent or vinegar solution between each use	
6	Educators will ensure bed linen is used by an individual child and washed before use by another child	
7	Educators will ensure all children are placed in a head-to-toe position with adequate spacing between beds to minimise the possibility of cross contamination between children	
8	Educators will ensure the area for sleep and rest is well ventilated	
9	Educators will create a relaxing environment for sleeping children by playing soft relaxing music in the background, reading stories, cultural reflection, turning off lights and ensuring children are comfortably clothed	
10	Educators will sit near children who are resting and encourage them to relax and/or listen to music - Remember that children do not need to be "patted" to sleep. By providing a quiet, tranquil environment, children will choose to sleep if their body needs it.	
11	Educators will ensure the children's rest environment is free from cigarette or tobacco smoke	

12	The Director/ Nominated Supervisor and educators will ensure the rest environment, equipment and materials will be safe and free from hazards as detailed in the Service's <i>Work, Health and Safety Policy</i> and the <i>Furniture and Equipment Safety Policy</i>	
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TO ENSURE A SAFE AND SECURE REST TIME ENVIRONMENT FOR BABIES AND TODDLERS

1	Educators will place babies on their back to sleep. Babies aged younger than 5-6 months should be re-positioned onto their back, for babies who roll on their own they can be left to find their own preferred sleep or rest position.	
2	Educators will ensure bed linen is securely tucked underneath the mattress	
3	Educators will ensure no soft bedding is placed in the sleep environment (pillows, doonas, loose bedding, lambswool or soft toys)	
4	Educators are to use lightweight wraps if baby is wrapped to sleep, consider leaving their arms free once the startle reflex disappears around 3 months, and discontinue the use of a wrap once the baby can roll from back to tummy to back again	
5	Educators will remove bibs and clothing with hoods before settling an infant to sleep	
6	Educators will ensure babies or toddlers will rest with their face uncovered	
7	Educators will ensure young children are not moved from a cot to bed too early, or be kept in a cot for too long	
8	Educators will securely lock cot sides in place when children are placed in the cot	
9	Educators will check/inspect sleeping children by physically observing babies and toddlers breathing and checking the colour of their skin at regular intervals [add time intervals e.g., 10 minutes] and supervise the rest environment as per licensing regulations/best practice standards	
10	Educators will record sleep checks on the <i>Safe Sleep Record</i>	
11	Educators will inform families of the length of time a child sleeps during the day	

TO ENSURE A SAFE AND SECURE REST TIME ENVIRONMENT FOR PRESCHOOL AGE CHILDREN

1	Educators will be respectful for children's individual sleep and rest requirements and consult with families and children in decision making	
2	Educators will not force children to lie down or sleep	

3	Educators will create a tranquil and calm environment for children, both inside and outside, to retreat to at any time during the day to rest. Educators may play soft relaxing music in the background, read stories, turn off lights	
4	Educators will encourage children to rest their bodies and minds for 20-30 minutes at a designated time in the daily routine. Educators will provide quiet activities for children (puzzles, books, drawing) if they do not fall asleep	
5	Educators will allow a child to find their own sleeping position if they turn onto their side or stomach during sleep	
6	Educators will ensure children sleep or rest with their face uncovered	
7	Educators will allow children to sleep with a pillow and sheet/or blanket	
8	Educators will closely monitor sleeping children and ensure they are always within sight and hearing distance of sleeping and resting children so they can easily monitor a child's breathing and the colour of their skin and supervise the rest environment as per licensing regulations/best practice standards	
9	Educators will inform families of the length of time a child sleeps during the day	