



Woodford Road, Elizabeth North 5113
phone: 8255 2327

Elizabeth North Preschool and Occasional Care

Safe Sleep and Rest Procedure

Elizabeth North Preschool and Occasional Care safe sleep and rest procedure

The safety of all children is of utmost importance to us. This procedure is to be utilised in accordance with ACEQA *Safe sleep and rest practices* [Safe sleep and rest practices | ACECQA](#), *Red Nose Guidelines* and Department for Education's *Safe sleeping and resting for infants and young children procedure* [Safe sleeping and resting for infants and young children procedure \(edi.sa.edu.au\)](#).

National Quality Standards

QA2	2.1.2	Meeting children's needs for sleep, rest, and relaxation
	2.2.1	Supervision

Legislative requirements

Education and Early Childhood Services (Registration and Standards) Act 2011 (legislation.sa.gov.au)		
Section	165	Offence to inadequately supervise children
	167	Offence relating to protection of children from harms and hazards
Regs	81	Sleep and rest
	82	Tobacco, drug and alcohol-free environment
	87	Incident, injury, trauma and illness record
	103	Premises, furniture and equipment to be safe, clean and in good repair
	105	Furniture, materials and equipment
	106	Laundry and hygiene facilities
	107	Space requirements – indoor space
	110	Ventilation and natural light
	115	Premises designed to facilitate supervision
	168	Education and care service must have policies and procedures
	170	Policies and procedures to be followed
	171	Policies and procedures to be kept available
	172	Notification of change to policies or procedures

Early Years Learning Framework

LO1	Children feel safe, secure and supported; Educators ensure daily schedules, including individualised sleep rituals that support children's sense of security
-----	--

Procedure Statement

At Elizabeth North Preschool and Occasional Care we are committed to providing an environment that promotes children's health, safety and wellbeing, which includes ensuring the implementation of clear policies and procedures that support provision for appropriate opportunities to meet each child's need for sleep, rest and relaxation.

Rationale

The Education and Care Services National Regulations requires approved providers to ensure their services have policies and procedures in place for children's sleep and rest.

Effective sleep and rest strategies are important factors in ensuring a child feels secure and is safe during their time at preschool and occasional care. Approved providers, nominated supervisors and educators have a duty of care to ensure children are provided with a high level of safety when sleeping and resting, and every reasonable precaution is taken to protect them from harm and hazard.

Consultation with families about their child's individual needs in relations to sleep and rest is sought and treated sensitively when dealing with different values and parenting beliefs, cultural or otherwise.

- Our approach to supporting and promoting children's health and physical activity, including safe sleep and nutrition, is informed by current recognised guidelines and up-to-date information.
- Our service's safe sleep and rest procedures and practice follow Red Nose guidelines, the recognised national authority in this area.
- Effective sleep and rest strategies are important factors in ensuring a child feels secure and is safe at our service.
- Educators, staff and management have a shared duty of care to ensure children are provided with a high level of safety when sleeping and resting, including adequate lighting to enable effective supervision by staff and ventilation for children, and every reasonable precaution is taken to protect them from harm and hazard.
- Children sleeping and resting will always be within sight and hearing distance so that educators can monitor children's safety and wellbeing. Educators will be able to visually check the child's breathing and the colour of the child's lips and skin tone.
- Child safety is our first priority. Educators can confidently refer to the service's Sleep and rest for children policy and procedures if families make requests that are contrary to the safety of the child.
- We will consult with families about their child's routine for sleep and rest at home and carry this out at the service where possible and safe to do so.

Safe Sleep and Rest Procedure

Children of all ages

- Children should sleep and rest with their face uncovered.
- A quiet place should be designated for rest and sleep, away from interactive groups. If designated for rest, the space should allow for a calm play experience.
- Children's sleep and rest environments should be free from cigarette or tobacco smoke.
- Sleep and rest environments and equipment should be safe and free from hazards.
- Supervision planning and the placement of educators across a service should ensure educators are able to adequately supervise sleeping and resting children.
- Educators should closely monitor sleeping and resting children and the sleep and rest environments. This involves checking/inspecting sleeping children at regular 10 minute intervals, and ensuring they are always within sight and hearing distance of sleeping and resting children so that they can assess a child's breathing and the colour of their skin. Educators are required to document a child's sleep from the time they fall asleep to the time they wake by signing the Sleep Schedule located in the medical folder every 15 minutes.
- Service providers should consider the risk for each individual child, and tailor Sleep and Rest Policies and Procedures (including the frequency of checks/inspections of children) to reflect the levels of risk identified for children at the service. Factors to be considered include the age of the child, medical conditions, individual needs, and history of health and/or sleep issues.

Babies and toddlers

- Babies should be placed on their back to sleep when first being settled. 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 sleep or rest position (this is usually around 5–6 months of age). Babies aged younger than 5–6 months, and who have not been observed to repeatedly roll from back to front and back again on their own, should be re-positioned onto their back when they roll onto their front or side.
- If a medical condition exists that prevents a baby from being placed on their back, the alternative practice should be confirmed in writing with the service, by the child's medical practitioner.
- If a baby is wrapped when sleeping, consider the baby's stage of development. Leave their arms free once the startle reflex disappears at around three months of age, and discontinue the use of a wrap when the baby can roll from back to tummy to back again (usually four to six months of age). Use only lightweight wraps such as cotton or muslin. Visit the Red Nose website to download an information statement – *Wrapping Babies* – and the brochure – *Safe Wrapping* – for more information.

- If being used, a dummy should be offered for all sleep periods. Dummy use should be phased out by the end of the first year of a baby's life. If a dummy falls out of a baby's mouth during sleep, it should not be re-inserted.

Safe bedding

- Light bedding is the preferred option; it should be tucked under the mattress or couch cushions to prevent the child from pulling bed linen over their head.
- Remove extra pillows, doonas, loose bedding and soft toys from the area.
- Soft and/or puffy bedding is not necessary and may obstruct a child's breathing.

Safe placement

- Ensure a safety check of sleep and rest environments is undertaken on a regular basis.
- If hazards are identified, lodge a report as instructed in the service's policies and procedures for the maintenance of a child safe environment.
- Ensure hanging cords or strings from blinds, curtains, mobiles or electrical devices are away from sleeping babies and children.
- Keep heaters and electrical appliances away from sleeping babies and children.
- Do not use wheat bags.
- Do not place anything (e.g. amber teething necklaces) around the neck of a sleeping child. The use of teething bracelets (e.g. amber teething bracelets) is also not recommended while a child sleeps.
- Ensure that the physical environment is safe and conducive to sleep. This means providing quiet, well-ventilated and comfortable sleeping spaces. Wherever viewing windows are used, all children should be visible to supervising educators.

Individual 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 are allowed to do so, without being disrupted. If a child requests a rest, or if they are showing clear signs of tiredness, regardless of the time of day, there should be a comfortable, safe area available for them to rest (if required).
- It is important that opportunities for rest and relaxation, as well as sleep, are provided.
- Consider that there are a range of strategies that can be used to meet children's individual sleep and rest needs.
- Look for and respond to children's cues for sleep (e.g. yawning, rubbing eyes, disengagement from activities, crying, decreased ability to regulate behaviour and seeking comfort from adults).
- Avoid using settling and rest practices as a behaviour guidance strategy because children can begin to relate the sleep and rest environment, which should be calm and secure, as a disciplinary setting.
- Minimise any distress or discomfort.
- Acknowledge children's emotions, feelings and fears.
- Understand that younger children (especially those aged 0–3 years) settle confidently when they have formed bonds with familiar carers.

Roles and Responsibilities

The Principal and Preschool Leader will:

- ensure the needs for sleep and rest of children being educated and cared for by the service are met, having regard to the ages, developmental stages and individual needs of the children
- ensure educators understand and follow the service's policies and procedures
- ensure procedures are tailored to the specific service
- ensure educators understand their legal roles in the implementation of the policies and procedures.

Staff will ensure the following:

- ensure procedures are relevant to their particular service type
- have a good understanding of the policy and procedures, and embed practices that support safe sleep into everyday practice

- identify and suggest any potential improvements to service procedures and practice
- identify and remove potential hazards from sleep environments
- document children’s sleep and rest needs and provide information to families about their child’s sleep and rest patterns
- consult families to gather information about individual children’s needs and preferences
- model and promote safe sleep practices and make information available to families.

Parents/Caregivers are asked to:

- regularly update the service on their child’s sleeping routines and patterns
- provide informal updates on the previous night’s sleep to assist with sleeping during the day
- provide specified bedding if required by the service
- dress child appropriately for the weather conditions and provide additional clothing.

Revision Register

Version Number	Details of Changes Made	Date Issued
1	Procedure creation	February 2018
2	Reviewed	April 2022
3	Amended to reflect ‘Preschool and Occasional Care’ Inclusion of legal requirements and responsibilities	April 2023

Endorsed by the staff of Elizabeth North Preschool, Occasional Care and the Governing Council: April 2023

Next Review Due: April 2024

Sources:

ACEQA: Sleep and rest for children policy guidelines [Sleep and rest for children \(acecqa.gov.au\)](https://www.acecqa.gov.au)

Department for Education: Safe sleeping and resting for infants and young children procedure

SIDS and Kids SA [SIDS & KIDS | Safe sleep education and counselling \(sidssa.org.au\)](https://www.sidssa.org.au)

Kidsafe [Safe Sleeping | Home & Community | Safety | Kidsafe NSW](#)

Red Nose [Safe Sleeping Practices for Newborns | Red Nose Australia](#)