

1. POLICY CERTIFICATION

Policy title:	Crèche – Safe Sleep and Rest Policy
Policy number:	FACS018
Category:	Policy
Classification:	FACS
Status:	Approved (26/06/2013 OCM)

2. PURPOSE

The Roper Gulf Regional Council has a duty to ensure the health and wellbeing of all children enrolled at the crèche run under Roper Gulf Regional Council. This policy outlines the practises in which the Child Educators are to use to ensure safe sleep and rest.

3. POLICY STATEMENT

Roper Gulf Regional Council ensures that the Crèche run under Roper Gulf Regional Council provides regular sleep and rest periods which follow the safe sleeping recommendations of the recognised authority, the National SIDS Council of Australia (SIDS and Kids), and take into consideration the ages, development and needs of individual children and their families.

4. ORGANISATIONAL SCOPE

This policy applies to Crèches run under Roper Gulf Regional Council.

5. DEFINITIONS

Crèche	is a day care centre where child care educator will take care of children in place of their parents
RGRC	Roper Gulf Regional Council

6. PRINCIPLES

- Childcare Educators talk to parents/guardians about their child's sleep
- Infants sleep on demand. Toddlers and older children have a scheduled sleep/rest period shortly after lunch.
- Information from SIDS and Kids on safe sleeping practices is displayed on the notice boards, together with other useful information on sleeping (at the Creche or at home).
- All children are placed on their back when being settled for a rest. Children who turn onto their side or stomach during sleep are left undisturbed.
- All children rest with faces uncovered.
- Staff ratios are maintained according to the Education and Care Crèches National Regulations during sleep/rest periods.
- Childcare Educators constantly monitor the children (e.g. breathing patterns) and sleep/rest environment (e.g. room temperature).

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- Childcare Educators ensure children are dressed suitably for the room temperature. Some items of clothing may need to be removed for safety reasons (e.g. tops with hoods and cords that may cause choking).
- To help children relax for sleep/rest, Childcare Educators dim the lights, play calming music, and use quiet soothing voices.
- While all children need time to relax at the Crèche, some do not need to sleep during the day. Rather, they only require a quiet comfortable place to relax.
- Children help Childcare Educators in setting up the sleep/rest area and the quiet activities for children who do not sleep.
- No child is made to sleep against their wishes or needs, although it is expected that all children will otherwise speak and play quietly at this time.
- Children are left to wake of their own accord and Childcare Educators attend to and soothe them when they do wake.
- The Crèche will provide linen and laundry services. These sheets are laundered after each child's use.
- The children's beds are cleaned/sprayed daily with a non-rinse disinfectant daily before being stored. Cushion covers used for rest and relaxation are washed after each use.
- Mattresses and cots are positioned so that Childcare Worker / Educators may easily access the child.
- Every child's sleep pattern for the day (e.g. time the child went to sleep and woke up) is recorded on the Daily Feedback Sheet
- Childcare Educators receive regular first-aid training in resuscitation, and in the SIDS and Kids guidelines.

7. ADDITIONAL SAFE RESTING PRACTICES FOR BABIES

SIDS (Sudden Infant Death Syndrome) is the sudden, unexpected death of a baby during sleep. Babies under twelve months are considered to be at greater risk of SIDS than children over twelve months. The Crèche closely follows the recommendations for safe sleeping practices from SIDS and Kids.

- All children are placed on their back when first being settled for sleep/rest. If a child younger than 6 months turns onto their side or stomach during sleep, Childcare Educators return the child onto their back.
- All children rest with faces uncovered. Hooded tops, bibs and shoes are removed before children are put to rest.
- Children are placed with their feet at the bottom of their cot or mattress, and bedclothes are tucked in securely.
- Snugly rugs/blankets and soft toys are not given to children under the age of 12 months.
- Mobiles or toys with stretch elastic cords are not used within reach of cots.
- Cots are positioned well away from dangling electrical and curtain /blind cords, heaters, fans and other electrical appliances, and power points.
- After a child is placed in a cot, the cot side is pulled up and securely locked, and the Childcare Educator makes a final check before leaving the cot.
- The viewing window to the cot room is kept clear of obstruction and Childcare Educators check sleeping infants every 10 minutes, and initial the Sleep and Rest Register.

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- All cots in the Crèche meet the Australian Standard, are assembled according to manufacturer's instructions, and are maintained in good condition.
- Cot mattresses meet the manufacturer's size recommendations and fit the cot base with no more than a 25mm gap between the mattress and the sides of the cot.
- No child is placed in a cot if the child has the ability to climb out.
- Hot water bottles or wheat bags are not used in the Crèche.
- Cots are wiped over each day with soapy water. Cot mattresses are sprayed and wiped with a sanitiser and paper towel daily.
- The sleep/rest area, as are all other areas of the Crèche, is smoke-free.
- The temperature of the room is monitored to ensure children's comfort.
- The Crèche has a designated fire cot (a cot with Wheels and put closet to the door) and the WS008 Emergency Evacuation Policy addressing what to do in case of emergency.

8. ADDITIONAL SAFE RESTING PRACTICES FOR A CHILD WHO IS UNWELL

Consistent with the Crèche's Illness and Exclusion Policy sleeping children who are unwell are constantly monitored until picked up by their parent(s)/Guardian/emergency contact.

9. RESPONSIBILITIES OF PARENTS

To read the [Daily Feedback Sheet](#) (for children over 2 years)

10. REFERENCES

Acknowledgements (original author/source documents)	<ul style="list-style-type: none"> • Education and Care Services National Regulations 2011 • National Quality Standard 2011 • NCAC. (2011). Factsheet: Safe sleep and rest in child care accessed 5 March 2012 http://ncac.acecqa.gov.au/family-resources/factsheets/Safe_Sleeping.pdf • UNICEF. (n.d.). Fact sheet: A summary of the rights under the Convention on the Rights of the Child. http://www.unicef.org/crc/files/Rights_overview.pdf accessed 5 March 2012
Related Policies	<ul style="list-style-type: none"> • WS008 Emergency Evacuation Policy • FACS005 – Crèche – Illness and Exclusion Policy • WS002 Smoke Free Policy
Related Publications	
Relevant Document	<ul style="list-style-type: none"> • Daily Feedback Sheet • Sleep and Rest Register
Relevant Forms	

11. DOCUMENT CONTROL

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