

Providing Opportunities for Sleep and Rest Procedure

This procedure should be read in conjunction with the 'Healthy Lifestyles Policy'

Date of Commencement: 26th February 2024

Creating Quiet Spaces:

1. Staff will intentionally create comfortable and inviting quiet spaces with cushions, pillows, books and soft toys, adequate to cater for the number of children at the service, so children have the opportunity to rest and relax at their convenience.
2. In setting up these spaces, staff will consider any child's sleep, rest and cultural preference requests from families.
3. The centre will provide a small portable bed with bedding and a pillow for children who wish to have a sleep, or are showing signs of being unwell, in the quiet space away from excessive noise and children.
4. Soft furnishings will be cleaned regularly by Educators to ensure that they remain in a clean and hygiene state.

Keeping Everyone Informed:

- Educators will endeavour to stay up-to-date with current research and recommended healthy sleep practices for school aged children.
- Educators will plan activities that teach children about healthy sleeping patterns and routines and include these into the programs.
- Management will endeavour to educate families about the importance of regular bedtime routines and healthy sleep habits for children through current information and fact sheets from recognised authorities being made available to families.

If a child has a sleep or is lethargic while at OOSH:

- An Educator will firstly check the child's face is uncovered, they are not sleeping in a position that would jeopardise them breathing normally and record the time they first noticed them sleeping on an incident report.
- The child's temperature will be taken and if high, illness procedures will be followed and details will be recorded on an illness record.
- If the child is sleeping in an unsafe location for example in an exit or out of sight of Educators, the child will need to be woken and walked to a more acceptable location for their rest.
- When the Educator first checks and records the child resting, the responsibility to continue to supervise and perform regular checks on the child, lies with this Educator unless they formally handover the duty of care to another staff member.



- How long the child has slept, and when they were checked on by educators, will be recorded on an incident report and shown to parents upon arrival.

PROCEDURE VERSION AND REVISION INFORMATION

Authorised by GENERAL MANAGER

Current version

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Last review

February 2024