

Reading Early Years Schools Federation



Daytime Rest Policy and Procedures

Signed by Chair of Governors: Caroline Wharton

Signed by Executive Head teacher: Joanne Budge

Date: May 2021

Date to be reviewed: May 2024

Daytime Rest Policy & Procedure

Aim: To ensure all children have enough sleep for them to develop and to promote best practice for all children in a safe environment.

Methods

Reading Early Years Schools federation adopts a policy of practice recommended by The Cot Death Society to minimise the risk of Sudden Infant Death.

The safety of babies sleeping is paramount in the nursery and we promote good practice and ensure that we work in partnership with the parents.

Babies under 1 year should sleep:

- On their backs
- At the bottom of the cot
- In a well-ventilated room
- With NO duvets or bumpers on the sides of the cot
- With sheets or blankets that cannot become easily tangled baby's head to be uncovered. Their blanket should be tucked in no higher than their shoulders.
- Without any large soft toys that have potential to smother a baby
- With a comforter if they normally have one

Procedure

Child all about me forms are completed with the parent and key person at their home visit. If a baby has an unusual sleeping routine or position that we would not use in the nursery i.e. babies sleeping on their tummies we will explain our policy to the parents and ask them to sign a form to say they have requested we carry out a different position or pattern on the sleeping babies form.

Staff should be aware of individual needs of the babies and children at the nursery. Sleep routines are a very intimate part of a baby's day. Babies will not be left to cry themselves to sleep or be left for long periods of time to "drop" off to sleep.

When getting a baby or toddler ready to sleep staff need to ensure a number of things happen:

- The baby has a clean nappy
- Outer clothes are removed
- The baby Has eaten and had a drink
- All bibs are removed
- A comforter is provided if needed
- The room is not too warm

Staff should prepare the baby for bedtime by creating a quiet room with soft music if appropriate.

If the baby has not gone to sleep after 15 minutes the staff member should consider getting them up and maybe trying them later for another sleep.

Sleep limits: We do not limit sleep for babies and children under the age of 2. This is in line with guidance from the health visiting team.

The Key person should discuss this with the parent and establish a time limit for trying to get the baby to sleep which should be communicated to all staff members.

If a baby falls asleep in the arms of a staff member they should be placed in the cot/sleep mat so they can continue to sleep. If they have fallen asleep unexpectedly and it has not been possible to remove their outer clothes or have their nappy changed, the baby's clothes should be loosened and nappy checked and changed if soiled or very wet. Staff within the area should be made aware that the baby/ toddler will need their nappy changing when they wake up.

Some parents may ask for their baby to go to sleep in a bouncy chair. When settling the baby into the nursery the key person should explain the difficulties of this to the parent.

- Once a baby can sit up or move forward they are too big for the bouncy chair
- They may have difficulties transferring to a cot later on.
- For safety reason we do not encourage the use of bouncers for sleep

The cots should be cleaned and maintained. Screws and bolts should be tightened periodically to ensure that the cot is safe and secure.

Older Children

Children need sleep and rest periods to help with their development. Children all develop at different rates and we must meet their needs throughout the day at the nursery. As they grow they will usually develop a routine in which reducing the length or the frequency of their daytime sleeps.

Children at Caversham Nursery have the opportunity to rest or sleep if they need or want to throughout the day. Staff create an environment for the children to rest or sleep i.e. a quiet area to cuddle up with a book, cots for younger babies or sleep mats for older children.

Parental wishes should be taken into consideration, although staff cannot and will not force a child to sleep, wake or keep a child awake against his or her will. The child's needs are at the forefront of this.

Sleep monitoring

There is either members of staff in the room with the children or a baby monitor switched on with adults very close at hand. All sleeping children must be checked at least 10 minute intervals. Staff who are working in the rooms are all responsible for checking the children.

Checking a child while sleeping should involve:

- Ensuring that each child is well
- Ensuring that each child is not too hot or too cold
- Ensuring that all sheets or blankets are not wrapped around the child
- A baby monitor is in constant use in the sleep room
- The time and the child's position will be recorded in writing

The sleep monitoring chart is used to record the checks and is signed by the member of staff carrying out the check.

A thermometer is used to check the room temperature during the day.

Useful resources and websites

<http://www.fsid.org.uk/>