



Sleep and Rest

Review Date: 25/03/2026

Introduction

All children have individual sleep and rest requirements. Children need a comfortable relaxing environment to enable their bodies to rest.

This environment must be safe and well supervised to ensure children are safe, healthy and secure in their environment.

Goals – What are we going to do?

Evans Head Pre-School Association Inc. will ensure that all children have appropriate opportunities to sleep, rest and relax in accordance with their age, individual needs, medical conditions and history of health and/or sleep issues.

This policy and procedure will support The Approved Provider, Nominated Supervisor and Educators to fulfil their duty of care to provide a high level of safety. Procedures will follow principles and guidelines from Red Nose (formerly SIDS and Kids) as the recognised national authority on safe sleeping practices for infants and children.

Background

Our Sleep and Rest for Children Policy provides our educators, management, coordinators, other staff, families and the community with the information they need to support children's needs for sleep and rest are met while attending the service.

There is now much research available to inform decisions about safe sleeping environments, including research that identifies poor sleep procedures and inadequate supervision as risk factors, which can result in, or contribute to, serious harm to young children. All children need rest and sleep for their wellbeing and health, and this is an area of service policy and procedure that our service very carefully considers, monitors and actively reviews to ensure risks are

appropriately addressed at all times. We value feedback from families and ensure that our policies, procedures, practices and decisions are based on the most up to date advice from recognised authorities, such as Red Nose Australia.

Approved Provider Will:

- Ensure that obligations under the Education and Care Services National Law and National Regulations are met.
- Ensure educators (including casual/relief staff) receive information and induction training to fulfil their roles effectively, including being made aware of the sleep and rest policies, their responsibilities in implementing these, and any changes that are made over time.
- Take reasonable steps to ensure that nominated supervisors, educators, staff and volunteers follow the policy and procedures.
- 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 the premises, furniture and equipment are safe, clean and in good repair, including ensuring all equipment used meets any relevant Australian Standards and other product safety standards, such as Australian Competition and Consumer Commission (ACCC) guidelines.
- Ensure that each child has access to sufficient furniture, materials and developmentally appropriate equipment suitable for the education and care of that child.
- Ensure that the indoor spaces used by children are well ventilated; have adequate natural light; and are maintained at a temperature that ensures the safety and wellbeing of children.
- Ensure sleep and rest environments are free from cigarette or tobacco smoke.
- Ensure that the premises are designed to facilitate supervision.
- Ensure children are supervised during periods of sleep and rest. This should include ensuring clear procedures and processes are in place for regular physical bed-side checks of children and recording all checks at the time they occur.
- Ensure copies of the policy and procedures are readily accessible to nominated supervisors,

educators, staff and volunteers, and available for inspection.

The Nominated Supervisor will:

- Undertake a risk assessment every 12 months to ensure adequate supervision and monitoring of children during periods of sleep and rest is conducted and documented, including the method and frequency of checking children's safety, health and wellbeing.
- Ensure the beds, bedding and bedding equipment being used for sleep and rest are safe and appropriate for the ages and developmental stages of children who will use them (considering for example, if the children might roll, climb out of a cot, fall from a high sleep surface, become trapped between a sleep surface and wall, become trapped face down in bedding, are over the recommended weight limit for sleeping surfaces, or if children's breathing might become impeded from weighted sleep products).
- 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 sleeping spaces have sufficient light to allow supervision.
- Ensure sleep practices, environments and equipment continue to be safe and in line with best practice guidelines.
- Ensure that bassinets are not on the education and care service premises (including centre-based care and family day care) at any time that children are being educated and cared for by the service.
- Ensure educators understand and follow the service's policies and procedures.
- Ensure educators understand their legal roles in the implementation of the policies and Procedures.
- Ensures children are supervised during periods of sleep and rest. This should include ensuring clear procedures are in place for checks of children.
- Maintain up to date knowledge regarding safe sleeping practice and communicate this information to educators and families.
- Ensure rosters allow educators to maintain effective supervision of sleeping/resting children.

- Ensure educators understand the need to monitor sleeping and/or resting children and their environment regularly.

The Educators will:

- Ensure procedures are relevant to their particular service type and venue. If not, discuss this with the nominated supervisor.
- Have a good understanding of the service's 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.
- Ensure that bassinets are not on the education and care service premises (including centre based care and family day care) at any time that children are being educated and cared for by the service.
- Consult families to gather information about individual children's needs and preferences. Educators will be sensitive to each child's needs so that sleep and rest times are a positive experience.
- Model and promote safe sleep practices and make information available to families.
- Ensure the needs for sleep and rest of the children being educated and cared for by the service are met, considering the ages, developmental stages and individual needs of the children.
- Maintain supervision of sleeping and resting children including regular physical checks including visual inspection of the child's:
 - sleeping position
 - skin and lip colour
 - breathing
 - body temperature
 - head position
 - airway
 - head and face, ensuring they remain uncovered.
- Ensure sleeping spaces have adequate light to allow supervision.

- Ensure children's clothing is appropriate during sleep times and does not have any items that are loose and could get tangled and restrict breathing (including but not limited to bibs and jewelry)
- Report issues with day-to-day sleep practice, environment and equipment to the nominated supervisor or provider.
- Ensure that mattresses are clean and in good repair, if not, remove and report to the nominated supervisor. Mattresses will be wiped over with warm water and neutral detergent or vinegar between each use.
- Ensure that bed linen is clean and in good repair. Bed linen is for use by an individual child and will be washed before use by another child.
- Arrange children's beds away from hazards such as curtains, blind chords, mobiles or electrical devices (do not provide hot water bottles or wheat bags) and where they allow easy access for children and staff.
- Create a relaxing atmosphere for resting children, for example, by playing relaxation music, reading stories, cultural reflection, turning off lights and ensuring children are comfortably clothed. The environment should be tranquil and calm for both educators and children. If needed, educators will sit near resting children and support them by encouraging them to relax and listen to music or stories.
- Not force a child to rest. By providing a quiet, tranquil environment, children will choose to sleep if their body needs it.
- Encourage children to rest their bodies and minds for 20-30 minutes of either rest or calming activities such as yoga, stories, etc.
- Maintain adequate supervision and maintain educator ratios whilst children rest.
- Assess each child's circumstances and current health to determine whether higher supervision levels and checks may be required.
- Communicate with families about their child's sleeping or rest times and communicate with families about the service policy, regarding sleep and rest times.

- Respect family preferences regarding sleep, where there is no conflict with recommended evidence based safety guidelines. In exceptional circumstances, for example where rare medical conditions make it necessary for children to sleep in positions which are contrary to “Red Nose” recommendations, the parent will be asked for written and signed documentation from their medical practitioner. The service would also prepare and implement a risk minimisation plan for the child.
- Have conversations with families, where necessary, to remind families that children cannot be forced to sleep nor prevented from sleeping.

Statutory Legislation & Considerations

Education and Care Services
National Regulations 2011

Australian Consumer Law 2011 –
Australian Competition and
Consumer Commission.

The NSW Work Health and Safety
Act 2011 & the NSW Work Health
and Safety Regulation 2011

Sources

Guidelines: Red Nose formerly (SIDS
and Kids) Safe Sleeping in Childcare
Facilities www.rednose.org.au

Guide to the Education and Care
Services National Law and the
Education and Care Services
National Regulations

Standards Australia –
www.standards.org.au

Policy and procedure guidelines:
Sleep and Rest for Children,
ACECQA, August 2023

ACECQA – Guide to the National
Quality Framework, 2018
www.acecqa.gov.au/nqf/about/guide

Links to other policies

- Supervision
- Enrolment and Orientation
- Interactions with Children
- Clean & Maintain the Environment
- Providing a child safe environment
- Child Protection

Monitoring, Evaluation and Review

This policy will be monitored to ensure compliance with legislative requirements and unless deemed necessary through the identification of practice gaps, the service will review this Policy every 12 months.

Families and staff are essential stakeholders in the policy review process and will be given opportunity and encouragement to be actively involved.

Approved Provider Representative:

President's Name: Ashleigh Mitchell.....

President's Signature:

Date: ...25...../....03...../...2025.....

REVIEW DATE:25/03/2026

Policy Dated	Adopted by	Review Date
09/11/2019	Belinda Fayle	09/11/2021
12/07/2021	Kieran O'Reilly	12/07/2023
31/10/2023	Narissa Cuskelly	31/10/2025
25/03/2025	Ashleigh Mitchell	25/03/2026