

## Sleep Policy

### Policy statement

For babies and children rest and sleep are as important as good food. We aim to provide babies and children with opportunities for sleep and rest appropriate to their needs. Cot/coracles and sleep mats are provided for children to sleep and rest either in a quiet part of the room.

Where-ever possible the child's Key/Co Key Person will settle the baby or child to sleep. The Key Person will ensure that parent's wishes are understood and will work with parents to ensure that children's needs are met with regard to sleep and rest.

### Procedure

#### Care of the Sleep Area, Cot/coracles and Mats

- Staff must ensure that the area where children sleep is free from hazards for example trailing cables, etc.
- Cot/coracle mattresses and Sleep Mats are checked frequently to ensure that they are free from cracks or tears and are firm, with no sagging. They should fit the cot/coracle snugly with no gaps at the edges.

#### Settling Children to Sleep

When the Key Person prepares a child ready for sleep they should ensure that:

- The child is only placed in a cot/coracle or sleep mat. Children should **NEVER** sleep on cushions, bean bags bouncers or buggies. Should a child fall asleep in this way they must be lifted and placed in a cot/coracle or onto a sleep mat immediately.
- The child's hands and face are clean
- The child's nappy has been changed (if necessary)
- Bibs, Dummy ties and loose cardigans (or any risk of strangulation or choking) have been removed and safely stored.
- Children's shoes are removed for comfort whilst they rest and safely stored.
- The child's clothing ensures that they do not overheat or become cold whilst sleeping.
- The cot/coracle or sleep mat is clean and has clean sheets and blankets used only for individual children.
- Children's individual comforters are given to them. (Check that they are safe to use, for example, the dummy is not split or the eye on a teddy is stitched on safely).

**Sudden Infant Death Syndrome (SIDS) or (cot death) is extremely rare however, we follow the NHS guidelines and recommended steps to help prevent this as follows:**

- Babies must be placed in the cot/coracle on their **back** with their **feet at the foot** of the cot/coracle. This prevents the baby moving down the cot/coracle and under the covers. However, once the baby can roll over on their own, they should not be prevented from doing so.
- Blankets should be tucked in and come up no higher than the baby's shoulders. This prevents the bedcovers slipping over the baby's head.
- The room temperature in the sleep area should be between 16 and 20 degrees Celsius where possible. The cot/coracle should not be situated next to a hot radiator or in direct sunlight as overheating is a factor in cot death.

#### While Babies and Children are Sleeping

- Children must never be forced to lie down to sleep.
- If a child doesn't settle to sleep in a short period of time they should be allowed to get up and play.

- Children never have their faces or cot/coracles covered by sheets or blankets to stimulate darkness or restrict vision.

**Sleeping children MUST be checked by a member of staff every ten minutes.**

#### **Staff are checking:**

- Whether the child has settled or is settling to sleep
- That the child is still comfortable and has not moved into a dangerous position i.e. limbs sticking through bars of cot/coracle or under the bedcovers
- That the child looks well and healthy and breathing normally

#### **Supporting Documentation**

The Sleep Check Form **MUST** be used to record the time that the child was put in the cot/coracle or on the sleep mat and the times of the subsequent 10-minute checks made by the member of staff together with, the initials of the person doing the checks.

#### **When Children wake up staff should ensure:**

- That babies or children are comforted and given reassurance and may need to be held and comforted until they are happy to play or undertake a new activity
- Children are offered a drink
- Comforters are only removed when the child is fully awake and ready to play.

#### **Further guidance**

For information on Sudden Infant Death Syndrome (SIDS)

<https://www.nhs.uk/conditions/sudden-infant-death-syndrome-sids/>

#### ***Associated Documents:***

- *Sleep Check Form*