



BERKHAMPSTEAD DAY NURSERY

SLEEP AND REST POLICY

We aim to ensure that children have enough rest/sleep, we promote best practice for all children and provide a safe environment. We have adopted a policy of practice recommended by The Cot Death Society to minimise the risk of Sudden Infant Death Syndrome. The babies' safety is paramount and we work in partnership with parents to ensure this.

Babies are:

- put on their backs to sleep
- placed at the bottom of the cot
- put in sleep rooms that are kept well ventilated and not too hot
- given no bumpers, pillows or duvets in their cots
- left with no toys attached to the cot and no mobiles or soft toys within reach
- given a comforter if needed
- not left with a bottle unattended in a cot or on a sleep mat.

Procedure

Children's individual sleep patterns/routines are recorded when they start at Berkhamstead Day Nursery. The child's Key Worker will work closely with parents/carers to provide the best care for the children. We will explain our Sleep and Rest Policy to the parents to ensure they understand how we place the babies to sleep. We do understand that not all babies will go to sleep on their backs and in these circumstances we will ask the parent/carer to sign the form below requesting we place the baby in a position of their choice.

All staff will be aware of each child's individual needs. No baby will be left to cry for long periods of time, or left to "drop off" over a long period.

Before the child is placed down to sleep, staff will ensure the following:

- the child is wearing a clean nappy
- outer clothing is removed
- the child has been fed or has had a drink
- bibs are removed
- the child has their comforter if needed
- the room is not too warm and the environment is peaceful and relaxing.

Daytime Rest Policy and Procedure

Staff will prepare the baby for bedtime by moving to a quieter area, reading a story and giving the baby a cuddle.

Policy reviewed – January 2024

Policy to be next reviewed – January 2025 Day Nursery Manager

Some babies/children like to be patted off to sleep, so staff will sit next to the cot on a chair or sit on the floor if child is on a sleep mat. This will not place a strain on the staff member's back.

If the child has not gone to sleep after 15 minutes then staff may consider letting the baby/child get up and then try them for a sleep later on. This will need to be discussed with the parent/carer from the start along with the length of time a child/baby is left to sleep. If a baby/child falls asleep in the arms of a staff member, they should be placed in a cot or on a sleep mat as soon as possible. Clothing should be loosened if it cannot be removed and other staff members need to be aware that the baby will need his or her nappy changing on waking up.

No babies will be left to sleep in bouncy chairs or car seats; this is on Health and Safety grounds and is Nursery policy and good practice.

Older Children

Older children also need sleep and rest periods in order to help development. As all children are individuals who develop at different rates, we must ensure we meet their needs throughout the day at Nursery. As they grow, their routine will change as will their need for sleep during the day. All children will be given the opportunity to rest or sleep in a quiet area.

Here they can cuddle up with a book, listen to music or just relax.

Sleep Monitoring

Any child under the age of 18 months will be placed in a cot to sleep unless parents state otherwise. Checks on all children are carried out every ten minutes and recorded on the sleep chart, as well as having monitors in each cot room. This information will also be transferred to the baby's / child's profile on our Family app. After this, they will be placed on a sleep mat in the Sleep Room and a staff member will stay in the room with the children.

Checking a child whilst sleeping will involve:

- ensuring they are not too hot or cold
- placing a gentle hand on the child's chest to check they are breathing or putting the back of their hand near the child's mouth to feel for breath
- ensuring the child is not tangled in the sheet/blanket. Parents are welcome to bring in a sleep bag for their child, which they can leave in Nursery. Parents will be responsible for the laundering of the sleep bag.
- room checks every ten minutes and the recording of the check. This will include the time and the staff's initials.