Safe Sleep & Rest Policy

Purpose

The United Nations Convention on the Rights of the Child states that all children and young people are guaranteed the right "to rest and leisure, to engage in play and recreational activities appropriate to the age of the child and to participate freely in cultural life and the arts". (My Time, Our Place: Framework for School Age Care in Australia, (V2.0) p. 5). Peak Sports and Learning will cater for the needs of individual children who may require a rest, or even a sleep, after a busy school day. The safety, rights and best interests of children are the paramount consideration in all decisions and practices relating to sleep and rest.

Peak Sports and Learning believes that effective rest and, where necessary, sleep strategies are important factors in ensuring a child or young person feels safe, secure and comfortable in the service environment. Rest is defined as a period of inactivity, solitude, calmness or tranquillity and is considered different to a child or young person being in a state of sleep in regards to the school age care of children. Whilst the majority of children and young people who access our service may never need to sleep or rest during their time at the service, it is important that educators can accommodate the rest needs of all children and young people regardless of their age if it is needed. Examples of when this may be necessary are when children and young people are feeling unwell, if they are tired from an excursion or if they have additional needs and their rest requirements are greater than their peers.

Considerations

Education and Care Services National Regulations	**National Quality Standard/s**	**Other Service policies/documentation**	**Other**
Law Sections 2A, 3A (NSW), 165, 166, 166A (NSW), 167 Regulations 82, 84A, 84B, 84C, 103, 105, 110, 115, 168, 170, 171, 172, 176.	Standards 2.1, 2.1.1, 2.2, 2.2.1, 3.1, 3.1.2	- Medical Conditions Policy - Incident, Injury, Trauma and Illness Policy - Inclusion of Children with Additional Needs Policy - Supervision Policy - Safe Use of Digital Technologies and Online Environments Policy	Child Safe Standards

Roles & Responsibilities

Approved Provider

The approved provider will:

- Undertake a risk assessment to ensure adequate supervision and monitoring of children and young people during periods of sleep and rest, including ensuring they remain in an open environment under supervision for safety, health and wellbeing.

- Review the sleep and rest risk assessment at least every 12 months, and as soon as practicable after becoming aware of any incident or circumstance that may affect children's safety during sleep or rest. Risk assessments will be kept until three years after the last date the child was educated and cared for by the service.
- 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 no child is subjected to inappropriate discipline or inappropriate conduct, including rough handling or physical restraint to help them sleep or rest.
- Ensure the needs for sleep and rest of children and young people being educated and cared for by the service are met, having regard to the ages, developmental stages and individual needs.
- 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 the equipment being used for sleep and rest are safe and appropriate for the ages and developmental stages of children and young people who will use them and the ability to clean and sanitise equipment after use.
- Ensure that each child or young person has access to sufficient materials and developmentally appropriate equipment suitable for the education and care of that child or young person.
- Ensure that the indoor spaces used by children and young people 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, tobacco or vape smoke.
- Ensure that the premises are designed to facilitate supervision.
- Ensure children and young people remain in open and supervised areas during periods of sleep and rest.
- Ensure copies of the policy and procedures are readily accessible to nominated supervisors, educators, staff and volunteers, and available for inspection.
- Notify families at least 14 days before changing the policy or procedures if the changes will:
    - affect the fees charged or the way they are collected or
    - significantly impact the service's education and care of children or
    - significantly impact the family's ability to utilise the service.

Nominated Supervisor and Responsible Person

The Nominated Supervisor or Responsible Person will:

- Ensure the needs for sleep and rest of children and young people being educated and cared for by the service are met, having regard to the ages, developmental stages and individual needs of the children and young people.
- Consults with families about their child or young person's individual needs and to be aware of

the different values and parenting beliefs, cultural or otherwise that are associated with rest.

- 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 educators understand and follow the service's policies and procedures.
- Ensure procedures are tailored to the specific service.
- Ensure educators understand their legal roles in the implementation of the policies and procedures.
- Ensures children and young people are supervised during periods of sleep and rest.

Educators

The Educators at the service will:

- Ensure procedures are relevant to their particular service type and venue. If not, discuss this with the nominated supervisor/responsible person.
- Have a good understanding of the service's policy and procedures.
- Identify and suggest any potential improvements to service procedures and practice.
- Identify and remove potential hazards from sleep and rest environments.
- Consult families to gather information about individual children and young people's needs and preferences.
- Ensure the needs for sleep and rest of the children and young people being educated and cared for by the service are met, considering the ages, developmental stages and individual needs of the children and young people.
- Maintain supervision of sleeping and resting children and young people and ensure their head and face remain uncovered.
- Ensure sleep and rest spaces have adequate light to allow supervision.
- Ensure children and young people's clothing is appropriate when sleep is required and does not have any items that are loose and could get tangled and restrict breathing (including but not limited to jewellery).
- Report issues with day to day sleep and rest practice, environment and equipment to the nominated supervisor or provider.

Families

Families will:

- Update the service on their child or young person's sleep and rest needs where applicable.
- Dress child or young person appropriately for the weather conditions.
- Review the service's policies and procedures relating to sleep and rest.

Procedures

(a) Safe Sleeping Practices

- In accordance with the Education and Care Services National Law and Regulations, Peak Sports & Learning will ensure that the needs for sleep and rest of children and young people in the service are met, having regard to the ages, developmental stages and individual needs of the children and young people.
- The service's Sleep and Rest Policy is based on recommendations from the evidence-based

practice detailed on the ACECQA website.

- The service consults with families about their child or young person's individual needs and to be aware of the different values and parenting beliefs, cultural or otherwise that are associated with rest.
- If a family's beliefs and practices are in conflict with the evidence-based practice recommendations, then the service will not endorse an alternative practice, unless the service is provided with written advice from a medical practitioner.
- Peak Sports and Learning has a duty of care to ensure that all children and young people are provided with a high level of safety when resting or sleeping while in care.
- In meeting the service's duty of care, it is a requirement that management and educators implement and adhere to the service's Sleep and Rest Policy.
- All children and young people will be placed on their back to rest when first being settled for a rest. If a child or young person turns onto their side or stomach during sleep, then allow them to find their own sleeping position.
- All children and young people will rest with their face uncovered.
- Children and young people's rest environments are free from cigarette, tobacco or vape smoke.
- The rest environment, equipment and materials will be safe and free from hazards.
- The service will ensure supervision of sleeping and resting children and young people is maintained.

(b) Rest for School Age Children and young people

- If a child or young person requests a rest then there is a designated area for the child or young person to be inactive and calm, away from the main group of children and young people.
- The designated rest area may be a cushion, mat or seat in a quiet section of the care environment.
- Quiet, solitary play experiences are available for those children and young people who request the need for a rest or time away from their peers.
- Safe resting practices are relevant to school age children and young people because, if they are resting or sleeping they should remain under supervision in a highly visible area and a child or young person's face should be uncovered when they are sleeping as described above.
- Educators will show awareness of children and young people's comfort and avoiding overcrowding when children and young people are in need of rest or sleep.
- Our service will provide a range of both active and restful experiences throughout the program and support children and young people's preferences for participation.

(c) Safe Resting Practices for a Child or young person who is Unwell

- Refer to the service's Incident, Injury, Trauma and Illness Policy for additional information.
- Child or young person will be encouraged to rest in a quiet, comfortable and safe place.
- Child or young person will be encouraged to lie down & make themselves comfortable when displaying signs of being unwell.
- Children and young people will be allowed to find their own sleeping position.
- All children and young people will rest with their face uncovered.
- Children and young people who are unwell (and waiting collection from a parent /guardian) will be given the highest supervision priority and monitored especially if the child or young person has a high temperature, vomited or received minor trauma to their head. For example, a child who has received a blow to the head while playing sport.

- Parents will be contacted immediately to make arrangements to collect the child or young person as soon as possible.

(d) The Rest/Sleep Environment and Equipment

- The service will ensure a rest or sleep space is available or can be made available to children and young people at all times.
- Children and young people will have access to a quiet area "Chill Out Zone" where cushions are available or beanbags, a lounge etc.
- A "Sleep & Rest Area" basket will be available where children and young people who require sleep and/or rest. This is to be set up in the physical environment, when needed, in an area that allows for adequate supervision.
- The area and equipment will be checked regularly as part of the services safety check and hazard identification practices.
- Hygiene standards will be maintained when children and young people use the rest/sleep area and equipment such as regularly washing cushion cases and blankets, particularly when a child or young person is unwell.
- The service will ensure the room temperature, airflow, noise and lighting is conducive to sleep and rest when necessary.
- Children and young people's clothing items should be checked prior to them sleeping to ensure it doesn't present any hazards to them whilst asleep.

(e) How the sleep and rest needs of children being educated and cared for

Whilst the majority of children and young people who access our service may never need to sleep or rest during their time at the service, it is important that educators can accommodate the rest needs of all children and young people regardless of their age if it is needed. Examples of when this may be necessary are when children and young people are feeling unwell, if they are tired from an excursion or if they have additional needs and their rest requirements are greater than their peers. With the care environment often being an extension to a school day, it is acknowledged that children can need rest and on occasion, sleep. Children in our setting are more frequently expected to utilise rest areas rather than sleep.

Cool Down Zone: Children will have access to a Cool down zone area for quiet activities, period of inactivity, solitude, calmness, tranquillity and/or emotional regulation. This area may be set up with sensory equipment and toys.

Sleep & Rest: A sleep & rest basket is available when required. It includes cushions, blankets and pillows which can be set up when needed in the most appropriate area for adequate supervision when in use.

Kindergarten students: During a child's first term of kindergarten, heightened sleep and rest needs are acknowledged. Access to Cool Down Zones will be ensured, and educators will collaborate with families to accommodate individual sleep requests.

Students Years 1-6:– where a student in years 1-6 is requesting sleep, Educators should check the child's needs, including checking for signs of illness. Educators will help accommodate any request for rest. Collaborative efforts with families will ensure individualised care to meet each child's needs.

(f) **How the health care needs of individual children being educated and cared for**

- The sleep and rest procedures for primary school-aged children at Peak Sports and Learning acknowledges the diverse needs of children, encompassing health care requirements, cultural preferences, and individual sleep and rest needs.
- Collaborative communication with families is conducted to accommodate specific requests regarding a child's sleep and rest, ensuring a supportive and inclusive environment for all.
- Educators will consult with families about their child or young person's individual needs and be aware of the different values and parenting beliefs, cultural or otherwise, associated with rest.
- In cases where a child's sleep and rest needs are greater due to a medical condition, a risk minimisation and communication form can cover the additional requirements to ensure that the child's needs are documented and reviewed regularly.
- If a family's beliefs and practices conflict with evidence-based practice recommendations, the service will not endorse an alternative practice unless provided with written advice from a medical practitioner.

(g) Child Safe Environment - Supervision and monitoring during sleep and rest periods

- The service will ensure a child or young person's supervision needs continue to be met whilst resting or sleeping. They should remain in an open space under constant supervision and a child safe environment should be maintained to ensure the child or young person is not vulnerable to any harm or abuse.
- Where a child or young person is sleeping or resting due to being unwell, it will be documented in an Injury, Trauma and Illness Form.
- Where the child is resting for extended periods, Educators may document in the Parent Notification Register to ensure it is discussed at collection.
- Children and young people will not be left in an environment one on one with an Educator.
- The Educational Program will regularly cover intentional learning experiences about child protection.

(h) Location and arrangement of sleep and rest areas at the service

- Sleep and rest areas will be located in quiet, low-traffic parts of the service, away from noisy activities, to promote relaxation for children.
- Sleep and rest equipment, such as cushions and blankets, will be set up in areas that allow for easy supervision by educators, ensuring the safety and well-being of all children. Any additional equipment will be arranged in a way that maintains clear pathways and avoids overcrowding, allowing for adequate movement and supervision.
- Cool Down Zones or rest areas will be configured with soft furnishings and sensory items to encourage relaxation.

Version Control Table

Version Control	Date Released	Next Review	Approved by	Amendment
1	March 2018	March 2019	Directors	Written to reflect 2018 updated Quality Standards.
2	March 2019	March 2020	Directors	Small amendments and updates
3	February 2020	March 2022	Directors	Amended title from sleep and rest to Safe sleep and rest. Moved to new document review timeline.
4	March 2022	March 2024	Directors	Child Safe Standards incorporated.
5	September 2023	March 2024	Directors	Addition of roles and responsibilities. Changes made in relation to Reg changes and risk assessment 1 Oct 2023.
6	March 2024	March 2025	Directors	Small amendments and updates
7	March 2025	March 2026	Director	Amended to include reference to requirements of Regs 84B, b, c, e, h
8	March 2026	March 2027	Directors	Added paramount consideration (Sections 2A and 3A NSW) and inappropriate discipline and conduct (Sections 166 and 166A NSW), including no rough handling or restraint to help children sleep or rest. Added annual risk assessment review and record keeping, vaping to smoke free environments.