



2.14 Rest Time Policy

POLICY STATEMENT

All children have individual sleep and rest requirements which we need to consider and cater for, to ensure their needs are being met. 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.

AIM

Our service will ensure that all children have appropriate opportunities to sleep, rest and relax in accordance with their individual needs. Our service has a duty of care, it is a requirement that all educators implement and adhere to this policy to ensure we respect and cater for each child's specific needs.

STANDARDS AND PROCEDURES

Our service defines 'rest' as a period of inactivity, solitude, calmness or tranquility, and can include a child being in a state of sleep. Considering the busy and energetic nature of children's day, we feel that it is important for children to participate in a quiet/rest period during the day in order to rest, relax and recharge their body. Effective rest strategies are important factors in ensuring a child feels secure and safe in an early childhood environment.

Our service will consult with families about their child's individual needs, ensuring they are aware of the different values and parenting beliefs, cultural or opinions associated with sleep requirements and work in collaboration with families to meet children's needs.

A Nominated Supervisor/ Responsible Person will:

- Reasonable steps to ensure that children's needs are being met by giving them the opportunity to rest, having regard to the ages, developmental stages and individual needs of each child.
- There are adequate number of bedding available for children that meet Australian Standards.
- The area for rest is well ventilated and has natural lighting.
- Safe supervision of children whilst they rest their bodies.
- Ensure that when children rest, they do so laying head to toe to minimise cross infection.

Educators will:

- Consult with families about children's rest needs.
- Educators will be sensitive to each child's needs so that rest times are a positive experience.
- Ensure that beds/mattresses are clean and in good repair.
- Ensure Beds are wiped over with water and neutral detergent between each use.
- Ensure that bed linen is clean and in good repair.
- Ensure Bed linen is used by an individual child and will be washed before use by another child.
- Arrange children's beds to allow easy access for children and staff ensuring they are ½ meter apart
- Create a relaxing environment for children to rest by playing relaxation music, reading stories, cultural reflection, turning off lights and ensuring children are comfortably clothed.
- The environment is tranquil and calm for both educators and children.
- Educators will sit near children encouraging them to relax, listen to music or guided meditation.

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Remember that children do not need to be "patted" to sleep. By providing a quiet, tranquil environment, children will choose to sleep if their body needs it.

- Maintain adequate supervision and maintain educator ratios throughout the rest time period.
- 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 rest time and the service policy regarding the rest time period.
- Respect family preferences regarding rest and consider these daily while ensuring children feel safe and secure in the environment. Conversations with families may be necessary to remind families that children will neither be forced to rest nor prevented from resting.
- Encourage children to dress appropriately for the room temperature when resting. Lighter clothing is preferable, with children encouraged to remove shoes, jumpers, jackets, bulky clothing jewelry and anything that possesses a risk of strangulation i.e. jumper cords.
- Monitor the room temperature to ensure maximum comfort for the children.
- Encourage children to rest their bodies and minds for 20-30 minutes. If children are awake after this time, they will be provided with quiet activities for the duration of rest time.

For children in cots, Educators will:

- Ensure cots are free of pillows and toys.
- Ensure children are placed on their back to sleep. If a child rolls onto their tummy and you have witnessed them roll from their back to their tummy and back again numerous times, they can remain asleep on their tummy
- Ensure no heavy bedding is used in a cot and if a sheet is required it is tucked into the mattress
- Ensure children aged 0-1 years are checked every 10 minutes by walking into the room and checking each child.
- Ensure children aged 1 years plus are checked every 15 minutes by walking into the room and checking each child.

EDUCATION AND CARE SERVICES NATIONAL REGULATIONS

Children (Education and Care Services) National Law NSW

- 81 - Sleep and Rest
- 103 - Premises, furniture and equipment to be safe, clean and in good repair
- 105 - Furniture, materials and equipment
- 110 - Ventilation and natural light
- 115 - Premises designed to facilitate supervision

SOURCE LIST

This section contains websites, industry bodies, or Legislation that have been used to assist in sourcing the information for this policy. It also acts as a guide to sourcing further reading on each relevant policy.

- [Australian Children's Education & Care Quality Authority](#)
- [Guide to the Education and Care Services National Law and the Education and Care Services National Regulations 2011](#)
- [Guide to the National Quality Standard](#)
- [Revised National Quality Standard](#)
- [Work Health and Safety Act 2011](#)
- [Work Health and Safety Regulations 2011](#)
- [Red Nose Safe Sleeping Kit](#)
- [Standards Australia](#)
- [Australian Competition and Consumer Commission \(ACCC\) - Cot Safety PDF](#)

RELATED POLICIES

2.01 Administration of First Aid Policy
2.10 Death of a Child Policy

POLICY REVIEW

The review schedule has been developed using a risk assessment methodology with consideration given to sector, industry, and legislative changes.

Date reviewed	Policy changed		Modifications	Next Review Date
May 2018	Yes	No	Minor changes made to the policy terminology to ensure best practice.	-
August 2018	Yes	No	Minor changes made to the policy after Red Nose - Safe Sleeping Course Professional Learning	April 2019