

Document Name	Document Version Number	Review Date
Safe Sleep and Rest Policy	1.0.0	September 2019
Date Adopted	Minute Number	Status
20 September 2017	4819	New Policy

Purpose

The policy aims to explain and guide Greater Hume Children Services staff, educators and stakeholders on service philosophy on providing opportunities for safe sleep and rest.

Scope

Staff, Management, Educator, Relief Educators, Parents/Guardians and Volunteers.

Definitions

Educators: are fully licensed registered educators in accordance with service policy and procedure.

Relief Educators: are fully licensed and registered relief educators in accordance with service policy and procedure.

Service Manager: The Service Manager is the recognised title under Council and responsible for the overall service operation and has agreed to the responsibility of the Nominated Supervisor.

Nominated Supervisor: is the responsible person of the service under the Education and Care Services National Regulations 2016. The Service Manager has agreed to the position of responsible person and Nominated Supervisor of the service.

Support Coordinator: Referred to as Coordinator in Education and Care Services National Regulations 2016 and National Quality Standards; supports and facilitates the overarching needs of Educators and children and assists the Service Manager.

Policy Content

Greater Hume Children Services will ensure that safe sleeping practices are implemented for children in accordance with the guidelines developed and promoted by **Red Nose** (Formally Sids and Kids).

Educators will also be aware of the sleep and rest practices that are consistent with contemporary views about children's health, safety and welfare and that meet children's individual needs.

Children have different sleep, rest and relaxation needs. Children of the same age can have different sleep patterns, each child's comfort will be provided for and there will be appropriate opportunities to meet each child's sleep, rest and relaxation needs.

For Safe Sleep and Rest, Greater Hume Children Services will:

- i. Consider the beliefs of the family in making decisions regarding sleep and rest needs of the children
- ii. Ensure bedding is safe, in good condition, is age appropriate and meets Australian Standards
- iii. Ensure individual needs are met, allowing children who do not wish to sleep are provided alternative quiet activities
- iv. Ensure those children who wish to sleep are able to do so without being disrupted
- v. Ensure the physical environment is safe and conducive to sleep
- vi. Ensure children are monitored and supervised at all times

Where children attend care overnight Greater Hume Children Services will:

- i. Ensure the sleeping environment is adequate and safe and conducive to a good night's sleep
- ii. Ensure children are aware of the emergency evacuation procedures, ensuring these are practiced on a regular basis
- iii. Ensure children have access to bathroom and other facilities as needed
- iv. Ensure children have access to drinking water as required during the night

Links to Policy

Health and Safety Policy

Emergency and Evacuation Policy

Victors to Family day Care Educators Policy

Dealing with Medical Conditions Policy

Incident, Injury Trauma and Illness Policy

Child Safe Environment Policy

Fit and proper assessment of Family Day Care Educators, Assistants and adults residing at Family day Care residence Policy

Links to Procedure

Incident, Injury, Trauma and Illness Educator Procedure

Incident, Injury, Trauma and Illness Office Procedure

Emergency and Evacuation Procedure

Code of Conduct Procedure Including Determining the Responsible Person Present and Participation of Volunteers and Students

Child Safe Environment Office Procedure

Child Safe Environment Educator Procedure

Links to Forms

Nil

References

Australian Children's Education and Care Quality Authority (ACECQA)

Education and Care Services National Regulations 2016

Red Nose- Saving little lives www.rednose.com.au

Responsibility

Service Manager

Document Author

Service Manager

Relevant Legislation

Education and Care Services National Regulation 2016

Education and Care Services National Law Act 2010

Associated Records

Nil