



Little Feet Childcare Centre Limited

"we care for your child"

Sleeping Policy

Rationale:

Little Feet Childcare Centre aims to provide a safe and comfortable sleeping environment for all children during their sleep time.

Procedure:

Two years and over:

1. The over two children who require sleep will do so on stretcher beds, quiet space in the room will be sectioned off to provide a suitable rest area for these children.
2. Stretcher beds will be set up so that there is a clear access for the teachers to each child and the area around each child allows enough air flow to minimise the spread of illness.
3. Children are slept head to head/foot to foot as part of our Tikanga practice.
4. The beds will be stored in a safe and hygienic way when not in use and they will be disinfected at the end of the week, or as soon as it is soiled in any way.
5. No child will be put to bed with food or drink of any kind.
6. The teacher on duty will be responsible for putting the children to sleep and monitoring the children. **The children will be checked for warmth, breathing, and general wellbeing every five to ten minutes or more frequently according to individual needs which is recorded in the over two sleep record chart.** The sleep record chart includes the child's name, time they went to sleep, time they woke up and the monitoring teacher's initials.
7. Each child has their own individual bedding which is sent home at the end of the week for washing, unless soiled in any way prior.
8. If a child does not have individual bedding on the day, staff may provide them with the centre beddings which are clean and washed after use.
9. The room will be setup with range of activities for those children who do not wish to sleep.

Sleep Routine for the Over two:

- Children are toileted or have their nappies checked or changed before going to bed.
- If a child has a bottle before going to bed, they will do so under the supervision of a teacher.

- The child's excess clothing (Jackets and Jumper) and shoes will be removed before going to bed.
- Once the child is in bed, a staff member may sit with them to rub their back for comfort as they go to sleep.
- Children will be monitored, and details will be recorded in the sleep chart.
- Once the child is awake, staff will assist and encourage children to dress themselves.
- Children will be toileted and have their nappies checked or changed.
- Children will be encouraged to re-join the programme once they are ready.
- If the child had not had a proper meal before sleeping, they will be offered food and drinks when they are awake.
- Sleep monitoring charts are available to the parents to view if they wish to do so.

Under Two Years:

1. The under two children who require sleep will do so in cots provided in the purpose build sleep room located in the under two area.
2. The cots are named and babies are put in their individual named cots to help them feel safe, secure, and comfortable in their sleeping space.
3. No child will be put to bed with food or drink of any kind.
4. If a baby requires a bottle before going to sleep **HS23 will apply**. *Infants under the age of six months and other children who are unable to drink independently will be held semi upright. Any infant milk given to a child under the age of 12 months is a type approved by the child's parent/guardian.*
5. Infant formula will be provided by the parents, which will have the child's name and will be dated.
6. The teacher on duty will be responsible for sleeping and monitoring the children, **children will be checked for warmth, breathing and general wellbeing every five to ten minutes or more frequently according to individual needs which is recorded in the under two sleep record charts**. The sleep record chart includes the child's name, time they went to sleep, time they woke up and the teacher monitoring initials.
7. Each child has their own individual bedding which is sent home at the end of the week for washing, unless soiled in any way prior.
8. The cot mattress will be wiped down with disinfected in case of soiling.
9. Centre cot sheets will be washed at the end of the week, unless soiled prior.
10. If the parent requests that their child does not require a sleep or needs an extra sleep, staff will follow parents' wishes as best as they can, ensuring that the child's best interest and wellbeing is met.
11. Children are welcome to bring their favourite cuddly from home to take to bed if this is part of their normal sleep routine.

12. Parents are asked about their child's sleep routine during their orientation.

Sleep Routine for Under Two's:

- Children will have their nappies checked or changed before sleeping.
- If a child has a bottle before going to bed as part of their normal routine, HS23 will apply as stated above.
- Excess clothing (Jackets and Jumper) and shoes will be removed before sleeping and stored in the child's cubby.
- The babies are wrapped in a blanket and cuddled by a teacher and comforted to sleep before they are put in the cot.
- The children are monitored and all details are recorded as stated above.
- Once the child is awake, staff will change their nappies and dress them up appropriately.
- Afternoon tea and bottle is offered to the children as required.
- Sleep monitoring charts are available to the parents to view if they wish to do so.