

**Policy Title:** Sleep/Rest Policy

**Classification:** Health & Safety

**Monitored by:** H&S Advisor

**Approved by:** GM Professional Service

**Effective Date:** June 2021

**Review Date:** June 2023

**Objective:** To ensure that all children are able to sleep/rest in an environment that is safe and comfortable.

**Commitment:** HCK is committed to ensuring children can gain the sleep/rest they need, while being monitored regularly by staff.

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### Related Documents

- Licensing Criteria for Early Childhood Education and Care Services 2008
- Sleep/Rest Monitor Chart (attached)

### Kindergarten staff will ensure that:

1. There is a designated space provided for children to have undisturbed sleep or rest, if they need it.
2. Furniture and linen is provided that is safe, hygienic and age appropriate.
3. Children do not have access to food or drink while in the sleeping/resting space.
4. Children are checked every 5 minutes for warmth, breathing and general wellbeing. They may be checked more frequently if deemed necessary.
5. The Sleep/Rest Monitor Chart is completed for every child sleeping or resting and is accessible to caregivers at all times.
6. Parents/caregivers are contacted if the sleep/rest is in any way unusual.
7. Parents/caregivers are advised of this policy at the time of enrolment.

### Review:

This policy will be reviewed biennially, in consultation with teaching staff.



**SLEEP/REST MONITOR CHART.**

**Kindergarten:** \_\_\_\_\_

Supervising Teacher to record 5 minute checks by putting their initials, and indicating whether child is resting (R) or sleeping (S).

Date	Child's Name	Time started R/S	5 min R/S	5 min R/S	5 min R/S	5 min R/S	5 min R/S	5 min R/S	5 min R/S	5 min R/S	5 min R/S	5 min R/S	5 min R/S	5 min R/S	5 min R/S	Time ended R/S	Comments Eg: caregiver contacted, child collected	Teacher Name