



## Sleep and Rest Policy & Procedure (appendix)

**Department Policy Reference:** Please note, this policy and procedure appendix must be read in conjunction with and compliments the Department's safe sleeping and resting for infants and young people procedure, and related policies and documents, and should be referenced collectively.

### **Purpose**

South Port Kindergarten ensures that all children have appropriate opportunities to rest and relax in accordance with their individual needs throughout the day. It is a requirement that all educators respect and cater for each child's specific needs and provide a high level of safety when sleeping and resting, and every reasonable precaution is taken to protect children from harm and hazard.

### **Scope**

This policy applies to children, families, staff, management and visitors of the service.

### **Implementation**

South Port Kindergarten takes reasonable steps to ensure children's needs for sleep, rest and relaxation are met, having regard to each child's age and developmental needs. Children aged 3 to 5 years of age may need sleep, rest, or relaxation time for themselves at different periods. In response to this, relaxing spaces both inside and outside are available to ensure opportunities are provided for rest and relaxation throughout the day as needed. A planned rest and relaxation period, guided by an educator is offered each day after lunch for children to engage in.

### **Educators will:**

- Consult with families about their child's individual needs and be sensitive to different values and parenting beliefs, cultural or otherwise, associated with sleep and rest.
- Work in collaboration with families to meet children's individual needs for sleep and rest.
- Create and maintain a relaxing, quiet and safe environment that is conducive to rest and relaxation, with a lounge and pillows available throughout the day.
- Provide calm play experiences, both inside and outside. Educators are aware that there are a range of strategies that can be used to meet children's individual sleep and rest needs.
- A planned rest and relaxation period, guided by an educator is offered after lunch time for the children to engage in. This may include relaxation music, reading stories, and supporting children to develop tools to help them relax such as meditation, yoga, mindfulness and reflection. *This routine is flexible and responsive to children's changing needs.*
- Actively recognise and respond to children's body cues for sleep, rest and relaxation (e.g. yawning, rubbing eyes, disengagement from activities, crying,

decreased ability to regulate emotions and behaviour, and seeking comfort from adults).

- Acknowledge children's emotions, feelings and fears.
- Promote children's sense of agency by supporting their interoception skills and considering if their bodies/minds are feeling tired and could benefit from having a rest.
- If a child falls asleep, parents/caregivers will be notified within a reasonable timeframe, and educators will monitor the child in case of illness and respond appropriately.
- Monitor the room temperature to ensure maximum comfort for the children

### **Safe environment and equipment:**

- Educators should closely monitor sleeping and resting children, and the sleep and rest environments. This involves checking/inspecting sleeping children at regular intervals, and ensuring they are always within sight and hearing distance of sleeping and resting children so that they can assess a child's breathing and the colour of their skin.
- Educators will consider the risk for each individual child when resting or sleeping to determine whether higher supervision levels may be required. Factors to be considered include the age of the child, medical conditions, individual needs and history of health and/or sleep issues.
- Sleep and rest environments and equipment are safe and free from hazards.

### **The Nominated Supervisor will:**

- Have a duty of care to ensure children are provided with a high level of safety when sleeping and resting, and every reasonable precaution is taken to protect them from harm and hazard.
- Regularly review and update sleep and rest policies and procedures to ensure they are maintained in line with best practice principles and guidelines.

### **Related Reference Documents:**

- ACECQA Children's health and safety - safe sleep and rest practices  
<https://www.acecqa.gov.au/resources/supporting-materials/infosheet/safe-sleep-and-rest-practices#principles>
- Kidsafe SA Safe Infant Sleeping  
<https://kidsafesa.com.au/safe-infant-sleeping/>
- Red Nose for safe sleeping  
<https://rednose.org.au/section/safe-sleeping>
- Department for Education: Safe sleeping for infants and young children procedure
- Department for Education Hazard management procedure
- Smoke free policy
- Education and Early childhood standard regulation 81 - Sleep and Rest

### **Sources:**

Department for Education related policies and procedures as listed above  
South Port Kindergarten children (children's voice/consultation where appropriate)

South Port Kindergarten families and community users

South Port Kindergarten qualified teachers and educators / staff team

South Port Kindergarten Governing Council

**Approved by Governing Council: 07/12/2022**  
**Chairperson: Louise Mallabar**

**Approved by Director: Marissa Neeb**

***Next review date: December 2023***