

## Childcare practice procedures

### 8.10 Sleep and rest time

Sleep and rest times are key times in the day for being close and promoting security. Younger children will need to sleep but older children do not usually need to. No child is made to sleep.

- Children have a designated place to sleep and a basket with their bedding in.
- Pillows are not used
- Children have their own place to put their clothes in as well as any special toy or comforter that they need for sleep.
- Children are prepared by their key person. Nappies are changed and heavier clothing removed.
- Children are soothed to sleep by their key person. If they are distressed, their key person comforts them. Key persons very gently stroke or pat babies.
- The sleep area is made quiet, perhaps with soft music playing and curtains drawn.
- Sleeping children are supervised at regular intervals, at least every ten minutes; this is recorded with the time checked and the initials of the person responsible for checking. The check **MUST** include close observation of each child. For best practice a staff member will be in the room while children are asleep.
- Children sleep in cots or on rest mats and have their own personalised bedding.
- Hair accessories that may come lose or detach are removed before sleep/rest time.
- Sleeping children are supervised within sight and/or hearing of staff at all times.
- All bibs are removed
- Babies are placed at the bottom of the cot with blankets tucked in at the bottom
- Children should be placed on their backs unless we have a written request from parents or they are able to turn over on their own
- No duvets or cot bumpers are used
- Mobiles are out of reach
- All children will be offered their comforter
- All dummies need to be sterilised
- No child should be left to cry themselves to sleep. After 15 minutes staff should consider getting the child up and maybe trying later. Upset children must never be left alone
- All cots/buggies must be cleaned after use and well maintained to ensure they are safe
- **Children must NEVER have blankets/covers to keep out the light or for any reason. No type of covering can be used over cots or buggies**
- Children on mats should be placed head to toe

- Wake up time is recorded with a staff signature
- Any soiled linen must be put in the laundry immediately and all other linen to be washed weekly

**Further guidance**

Safer Sleep for Babies (Lullaby Trust) [www.lullabytrust.org.uk/safer-sleep-advice](http://www.lullabytrust.org.uk/safer-sleep-advice)