



## Baby/Toddler Sleep Policy

### Purpose

Young children need sleep and rest periods to aid development. As children all develop at different rates we must meet the individual needs of each child. Very young babies will need to sleep at regular intervals throughout the day. As they grow they will usually develop a routine, reducing the length and frequency of their daytime sleeps. Nursery staff must ensure that all children attending the nursery have the opportunity to rest or sleep if they want, or need to. Staff must ensure that a suitable environment is created to enable children to rest or sleep; i.e. a quiet and comfortable area, cots for young babies.

### Responsibility

The Nursery Manager is responsible for ensuring that this policy is adhered to at all times.

### Policy

Babies **MUST**;

- a) Be placed to sleep on their backs
- b) Be settled to sleep with their feet at the foot of the cot and the sheet/blanket tucked in and made up so it comes no higher than the baby's shoulders, to prevent them wriggling under the covers.
- c) Ensure that bibs are removed and there is nothing that a baby could wrap around them i.e. dummy cord, ribbons or anything that could cause strangulation.
- d) Sleep with blankets and sheets that cannot easily become tangled.
- e) Sleep in a well ventilated room with a temperature between 16 – 20 degrees celsius.
- f) Sleep in adequately lit rooms with soft lighting to enable staff to observe babies sleeping.
- g) Sleep without cot bumpers, pillows or duvets.
- h) Sleep without large soft toys that have the potential to smother a baby.
- i) Sleep with a comforter if they usually have one.
- j) Be checked **every 10 minutes** by a staff member standing by the cot to confirm the baby is breathing.

### Sleep Monitoring

Sleeping babies **MUST** be checked every ten minutes and recorded on sleep charts; This involves a staff member standing by the cot of each baby and confirming the baby is breathing using visual techniques as well as placing a hand on the child's chest to ensure it is rising and falling in a normal breathing pattern.

Each time a baby is put down to sleep this must be recorded using the Children's Sleep Record detailing the times they are put to bed, begin sleeping, and wake up.

The Sleep Monitoring Chart must be used to record the 10 minute checks and is initialed by the member of staff carrying out the monitoring after each check. Checks must begin as soon the baby is put down even if they are not asleep.

Temperatures of the sleep room must be recorded on the Sleep Monitoring Chart

### **Babies who Fall Asleep whilst Playing**

If babies fall asleep while they are playing they need to be gently transferred to a cot as soon as possible. They should be placed in their cot on their back with feet at the foot of the cot to continue to sleep. Ensure that bibs are removed and there is nothing that a baby could wrap around them ie. dummy cord, ribbons or anything that could cause strangulation

### **Parent Preference for Babies Sleeping in Buggies**

Children sleeping in buggies is not recommended as over longer periods of time the seat of the buggy does not support the child's back. It is also recommended that bringing buggies into children's rooms should be discouraged for hygiene reasons as the wheels may be dirty and contaminate floors of the rooms.

Some parents have established routines for their child to sleep in buggies and insist this continues at the nursery therefore this arrangement is allowed.

### **Emergency Evacuation of Sleeping Babies**

To ensure the safety of all sleeping babies, and enable safe evacuation in the event of an emergency, the nursery must have a plan in place to ensure there are adequate numbers of staff on site during staff breaks that could re enter the room and assist in the event of an emergency.

Babies are to be placed in the evacuation cot on evacuation of the building. An evacuation bag must be kept in the cot containing the following;

Nappies

Spare clothes

Blankets

Spare Dummies - sterilised

A few toys