**Sleep Policy and Procedure**

**Statement of Intent**

Children need sleep and rest periods to help with their development. This policy has therefore been developed to ensure all children are kept safe and their well-being is nurtured while they sleep at Stepping Stones.

Stepping Stones has a duty of care to ensure that safe sleep practices are embedded within the provision to reduce the risk of sudden infant death syndrome.

Sudden infant death syndrome is the unexpected death of a seemingly healthy infant for whom no cause of death can be determined. Research has shown that by adopting safe sleep practices it can help to reduce the risk to sudden infant death.

**Aim**

All children develop at different rates. As a result, we need to adapt our practice and provision to meet these needs throughout the day. As children grow, they usually develop a routine in which they can reduce the length or frequency of daytime sleeps. Children at Stepping Stones will have the opportunity to rest or sleep if they need or want to. At these times the staff will create an environment for the children to rest or sleep, i.e., a quiet area to cuddle up with a book.

Whilst parental/carer wishes will be taken into consideration when allowing a child to sleep, staff cannot force a child to sleep, to wake up or stay awake against his or her will. (This is an Ofsted regulation.)

Stepping Stones recognises the need for children to be kept safe whilst asleep, either through direct supervision or through a system of monitoring their sleep time. During initial settling in visits each child’s individual day time sleeping routines will be discussed to consider the length of sleep, any comforters used to support, a child’s sleeping position as well as any key words or actions a child might display in order to indicate that they need to sleep.

Stepping Stones maintains safe sleep environments for young infants and shares this information with parents/carers and all practitioners.

In developing safe sleep practices, it is essential that we work in partnership with parents/carers to establish an effective sleep routine for the individual child.

A safe sleep policy is implemented with key points to keep infants safe whilst they sleep.

Safeguarding and Welfare Requirement: Safety and suitability of premises environment and equipment – Safety & Premises (3.57, 3.59 EYFS Statutory Framework)

**Safe Sleep Environment and Safe Sleep Procedures**

* Sleeping areas are well ventilated and kept between 16 and 20 degrees Celsius.
* A room thermometer is available, and temperature recorded at regular intervals.
* Steps are taken to prevent the infant from getting too warm or overheating by regulating room temperature, avoiding excess bedding and not over-dressing the child.
* Sleeping children are frequently checked. Extract taken from Early Years Foundation Stage statutory framework pg 28 para 3.59.
* Sleep checks are recorded every 10 minutes
* Sleeping children will be checked on every 10 minutes. Checking a child while sleeping should involve:
	+ By putting the back of their hand near to the child’s mouth to feel for breath.
	+ Ensuring that each child is well.
	+ Ensuring that each child is not too hot or too cold.
	+ Ensuring that all sheets or blankets are not wrapped incorrectly around the child.
* Should young children fall asleep whilst being cuddled a member of staff will transfer them to a safe sleeping surface to complete their rest.
* Practitioners are mindful of changes to the infant’s skin colour, breathing, body temperature or restlessness.
* Infants should be placed on their back to sleep but will be allowed to assume a preferred sleep position, unless stated in an individual medical health care plan.
* Infants will always be placed with their feet at the foot of the sleep mat.
* The child’s head will remain uncovered for sleep, ensuring that all hoods are removed.
* Infants’ shoes will be removed before they go to sleep.
* Infants may be offered comforters or dummies if provided by the parent/carer.
* No smoking environment
* All staff hold a current paediatric first aid certificate
* Decorative soft toys will be removed from sleep area in which infants are sleeping
* All practitioners who work with under 3’s will receive induction on the setting’s safe sleep policy
* Sleeping children will always be supervised and monitored.
* When children are collected, feedback about their sleep will be given to parents and carers verbally by each child’s key worker. (Where appropriate, they will also be given feedback about their food intake and toileting routine for that day.)
* In line with existing school procedures, a phone call will be made to parents/carers to arrange collection of a child that may have fallen asleep due to illness or from feeling unwell

At Stepping Stones, we use fold out mats, preferred sleeping of individual children is discussed with parent/carer.

* Fold out mats are always kept clear of toys and equipment apart from sleep comforters to aid child to go to sleep.
* Sheets and blankets are washed after use, the mat bedding is removed after child awakens and put into the appropriate laundry bag
* New bedding for the next child will not be placed on mat until just before required
* Children to follow sleep routine discussed with parent/carer and reviewed with parent/carer on a regular basis

When placing child to sleep

* Remove child’s outer clothing before sleeping (if child falls asleep fully clothed, staff must check room temperature and assess whether a blanket is also required)
* Check nappy if necessary
* Offer drink
* Child’s comforter to be used if necessary
* Child to sleep on back if possible
* Bedding to be removed when child wakes and put into laundry bag in laundry room
* Mattress to be disinfected after use
* Sleep charts completed every 10 minutes

Supporting documents

* Sleep charts

Links to other policies

* Child protection policy
* Induction policy/procedure
* Health and safety policy
* Confidentiality policy
* Complaints policy/procedure

Links to legislation

* Statutory framework for the Early Years Foundation Stage (2014)
* Childcare Act 2016
* Safeguarding Vulnerable Groups Act 2006
* The Children Act 1989/2004 (Every Child Matters)
* Data Protection Act 1998/2011

**Partnership with Parents/Carers**

* Practitioners will work in partnership with parents/carers to develop care plans/all about me, for individual children which will highlight sleep routines/positions at home, etc.
* Practitioners will provide support and guidance and where appropriate signpost parents/ carers to other professionals, e.g., health visitor, children’s centre.
* Where a parent/carer highlights particular sleep preferences for their child, written permission will be obtained.
* Additional information on Foundation for Sudden Infant Death Syndrome can be found on their website, www.fsid.org.uk

Updated and implemented Autumn Term 2023 – reviewed regularly and the procedure monitored and evaluated