



# SLEEP POLICY AND PROCEDURES

At Colinton Private Nursery we aim to ensure that all children have enough sleep to support their development and natural sleeping rhythms in a safe environment.

The safety of babies' sleeping is paramount. Our policy follows the advice provided by The Cot Death Society to minimise the risk of Sudden Infant Death. We make sure that:

- Babies are placed on their backs to sleep, but when babies can easily turn over from the back to the stomach, they are allowed to adopt whatever position they prefer to sleep.
- Babies/toddlers are never put down to sleep with a bottle to self-feed.
- Babies/toddlers are monitored visually when sleeping. Checks are recorded every 15 minutes.
- When monitoring, the staff member looks for the rise and fall of the chest and if the sleep position has changed.

We provide a safe sleeping environment by:

- Monitoring the room temperature and ensuring this is between 16 and 20 degrees Celsius. The sleep room window must be opened during the day for ventilation.
- Using clean, light bedding/blankets and ensuring babies are appropriately dressed for sleep to avoid overheating. Children who bring their own sleeping bags to be kept at nursery, must be stored separately and washed a minimum of weekly.
- Only using safety-approved cots or other suitable sleeping equipment (i.e. pods or mats) that are compliant with British Standard regulations, and are used in conjunction with a clean fitted sheet.
- Only letting babies sleep in prams / buggies if they lie flat and we have parents' written permission.
- Not using cot bumpers or cluttering cots with soft toys, although comforters will be given where required. Any comforters specific to a child must be returned home daily after use.
- Shoes and bibs must be removed before laying any child down to sleep.
- Keeping all spaces around cots and beds clear from hanging objects i.e. hanging cords, blind cords, drawstring bags.
- Ensuring every baby/toddler is provided with clean bedding - this is rotated at a minimum once per week or if heavily soiled and sealed when not in use in a sealed bag.
- Bed mats should be laid apart and give adequate room for children to have their own space which also minimises any cross infection.
- Bed mats must be wiped down after each use with antibacterial spray and kitchen towel.
- Transferring any baby who falls asleep while being nursed by an early learning and childcare practitioner to a safe sleeping surface to complete their rest.
- Having a no smoking policy.

We ask parents to complete All About Me sheets which includes information on their child's sleeping routine when the child starts at nursery and these are reviewed and updated at timely intervals.

We recognise parents' knowledge of their child with regard to sleep routines and will, where possible, work together to ensure each child's individual sleep routines and well-being continues to be met.

However, staff will not force a child to sleep or keep them awake against his or her will. They will also not usually wake children from their sleep.

Staff will discuss any changes in sleep routines at the end of the day and share observations and information about children's behaviour when they do not receive enough sleep.

### **Sleeping twins**

We follow the advice from The Lullaby Trust regarding sleeping twins.

Further information can be found at:

[www.lullabytrust.org.uk](http://www.lullabytrust.org.uk)

Policy reviewed and updated 13.03.17