

# Safe Sleep Procedure 2016



The legal framework for this policy is based on:

Safeguarding Vulnerable Groups Act (2006)

**Purpose** To ensure the safety of all children whilst sleeping.

**Scope** All staff, students and parents

**Responsibility** Owner/Manager

## Changes Made on Review:

- Picture Labels of children on sleep bags with their individual requirements during sleep periods i.e pacifier, special toy.

At Heaton House Nursery the safety of babies' and children in our care is paramount. We aim to ensure that all children have enough sleep to support their development and natural sleeping rhythms in a safe environment.

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. Appropriate checks are made at regular intervals to ensure the well-being of the child. Babies under twelve weeks are never left in a separate sleep room without staff supervision at all times.
- When monitoring, the staff member looks for the rise and fall of the chest and if the sleep position has changed
- As good practice we monitor babies under six months or a new baby sleeping during the first few weeks every five minutes until we are familiar with the child and their sleeping routines, to offer reassurance to them and families.

We provide a safe sleeping environment by:

- Monitoring the room temperature

Policy adoption date	Signature on behalf of nursery	Staff dissemination date	Latest review date	Next review date
19/09/2012	Esigned – Joyce L Baxter	March 2016	05/2016	May 2016

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- Using clean, light bedding/blankets and ensuring babies are appropriately dressed for sleep to avoid overheating
- Ensuring all babies sleep in a cot or on a rest mat or bed.
- Not permitting babies to sleep in a nesting ring, car seat or bouncy chair. If a child falls asleep whilst on a walk then they can be left in the pushchair under staff supervision, ensuring the child is strapped in and not too warm.
- Only using safety-approved cots or other suitable sleeping equipment (i.e. pods or mats) that are compliant with British Standard regulations, and mattress covers are used in conjunction with a clean fitted sheet
- Only letting babies sleep in prams if they lie flat.
- Not using cot bumpers or cluttering cots with soft toys, although comforters will be given where required
- 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
- Transferring any child who is dropped off in a child car seat to a safe sleep environment.
- Transferring any baby who falls asleep while being nursed by a practitioner to a safe sleeping surface to complete their rest.
- Providing babies with opportunities for supervised, daily “tummy time” for babies. This will help babies strengthen their muscles.
- Having a no smoking policy.

## ***Understanding the Unique Needs of Each Child***

### *Safe Sleep Routines*

- We recognise parents’ knowledge of their child with regard to sleep routines and we will work together to ensure each child’s individual sleep routines and well-being continue to be met.

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- We ask parents to complete sheets on their child's sleeping routine with the child's key person when the child starts at nursery and these are reviewed and updated at timely intervals.
- If a baby has an unusual sleeping routine or a position that we do not use in the nursery i.e. babies sleeping on their tummies, we will explain our policy to the parents and ask them to sign to say they have requested we adopt a different position or pattern on the sleeping babies' form.
- The key person must discuss the parent/carer the importance of safe sleep during the pre-admission session and ask sensitively the child's current sleeping arrangements at home. Where safe sleep is not promoted in the home environment this must be discussed with the manager who may find it necessary to refer the family to the attention of the Health Visitor or alternative agency.
- All children are provided with a sleep bag labelled with the child's individual sleep time routines i.e pacifier, special comforters.
- 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.

## Toddler Sleep Period

- All children in the Toddler rooms are encouraged to have a sleep/rest period after lunch. Sleep periods last from 11.30am to approximately 2pm.
- The room will be organised to facilitate safe and comfortable sleeping. The lights will be dimmed, blinds closed and calming lullaby music played to sooth children.
- Each child is provided with a sleep mat, a named bedding bag with appropriate bedding. Bed bags must not have drawstrings, ties and preferably will be named pillowcases. Children will be given comforters and pacifiers to aid their sleeping where required.
- Children enter the sleep room and will undress to the appropriate level for sleep. Shoes must be removed and all clothing stored in the child's named bag.
- Children should not be left alone when sleeping. Staff must checks on each child every 10 minutes by ensuring the rise and fall of their chest.
- Where children do not wish to sleep, a rest period shall be offered allowing the child to lie down rather than sleep.
- A child generally should not be woken up and should be left to follow their own sleep requirements.

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- Once a child has woken they will be dressed, have their nappy or toileting needs met and offered a drink.
- A suitable number of staff will be deployed to ensure the safety of the children whilst sleeping.

## **Sharing Sleep Time Routine Information**

- Staff will discuss any changes in sleep routines at the end of the day with the relevant staff and share observations and information about children's behaviour when they do not receive enough sleep.
- All sleep routines should be documented to state when children has gone to sleep and when they have woken. This will be shared with the parent/carer at the end of the child's sessions.

## **Sleeping twins**

We follow the advice from The Foundation for the Study of Infant Deaths (FSID) regarding sleeping twins and will not put them together in the same cot to sleep.

## **Safe Sleep Training**

Staff inductions will train staff in safe sleep procedures. New members of staff will not be given sleeping duties until they have been signed of as fully competent and knowledgeable of the safe sleep procedure.

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