**Sleep, rest and relaxation**  **procedure**

**Purpose**

This procedure describes how sleep, rest and relaxation are to be supported and implemented in Toowoomba Catholic Kindergartens and Care services (TCKC) to promote the welfare and comfort for children.

**To whom it applies**

This procedure applies to all TCKC staff, parents, visitors and children.

**Related policies and legislation**

Education and Care Services National Law Act 2010

Education and Care Services National Regulations 2011

Education and Care Services National Amendment 2017

Red Nose Safe Sleeping principles

Australian Children’s Education and Care Quality Authority (ACECQA) safe sleep and rest practices

**Procedure**

1. TCKC staff will consult and liaise with parents/carers about
   1. the child’s sleep, rest and relaxation routines influenced by the family’s cultural background, routines at home and personal preferences
   2. decisions regarding their child’s sleep, rest and relaxation requirements and routines while also outlining to them the Red Nose Safe Sleeping principles that must be consistently implemented at TCKC services
   3. information regarding their child’s daily sleep, rest and relaxation choices at the TCKC service.

1. TCKC staff will
   1. refer to and implement the ACECQA safe sleep and rest practices and Red Nose Safe Sleeping principles including
      1. monitor children visually and audibly when sleeping, resting and relaxing
      2. regularly discuss sleep, rest and relaxation practices as well as Red Nose Safe Sleeping principles with other TCKC staff, parents, visitors and children
      3. model and assist children to identify body cues, which indicate the need to sleep, rest and relax
      4. provide spaces and places within the indoor and outdoor environment where children are able to retreat if needed
      5. create peaceful and comfortable sleep, rest and relaxation environments which include reducing light, temperature, noise and activity level
      6. include restful activities and downtime experiences as part of the educational program
      7. maintain safe and hygienic sleep, rest and relaxation environments eg no cords near sleep or rest areas, change of bed linen regularly and cleaning of beds if provided
      8. ensure children sleep and rest with their faces uncovered
   2. maintain supervision ratios to ensure the safety of the children.

**Version control and change history**

**Effective date**

1/01/2020

**Review date**

1/01/2023