

4.11.1 Introduction

Sleeping is an important part of the daily cycle for a child at our Nursery and as such it is important we effectively manage the process. Childbase policy is to put children to sleep flat in cots, sleep mats and 'dream coracles'.

As per NHS guidance we do not put children to sleep in anything which does not allow the child to lie flat.

4.11.2 Safe Use of Cots

When using a cot for a child to rest or sleep in the following points should be observed in addition to other guidance contained within this Manual (Section 4.11).

The following points should be taken into account:

- Children must be supervised while sleeping where there is a mixed usage within the room, for example a child on a sleep mat, and a child in a cot.
- Children should be checked every TEN minutes whilst in the cot and the Sleep Chart (HS39) completed.
- Drawstring bags and other such items should not be hung on the side of the cots under any circumstances.
- Clothes and linen should not be stored in drawstring bags.
- No other items should be tied to a cot, unless approved and are designed for the specific purpose of being tied to a cot.
- Ensure that all cots are set up in a manner, which is appropriate for the child's age and ability. (A specific risk assessment may be required, particularly if the child has a disability or has suffered an injury e.g. fracture).
- Children who are mobile may have the ability to climb out of a cot/raise themselves up and increase the risk of an accident and therefore an alternative sleeping arrangement may be required. Regular discussions with parents will assist in this decision making process.
- Only use cots provided by the company, with a Kite Mark or CE approval.
- Linen and mattresses should be maintained in a clean condition and replaced regularly.
- Linen and mattresses should be appropriate for the age and ability of the child and also safety approved.
- Ensure that there are no holes or tears in the linen or mattresses.
- All toys, comforters and clothes should be in good condition and without risk to the child when asleep.
- When carrying a child to place into the cot, remember safe manual handling/lifting and carrying techniques and follow them at all times.

Through careful planning and monitoring the safety of the child should not be compromised.

4.11.3 Sleeping Procedure

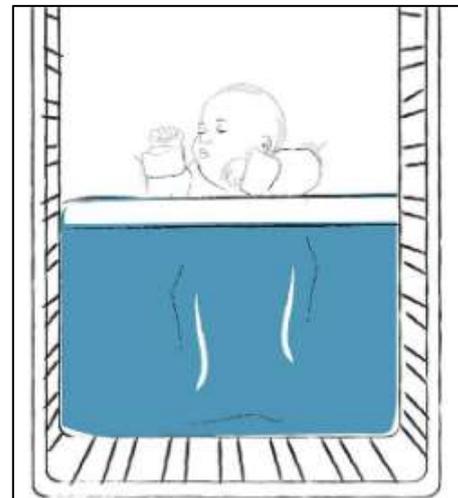
Sudden Infant Death Syndrome (SIDS), usually affects babies between one month and six months old. It happens while they sleep and is always sudden and unexpected. In recent years, knowledge of the factors which may reduce the risk of SIDS has grown.

Sleeping Position

Research shows that SIDS is more common in babies who go to sleep on their tummies. Babies should be placed on their back to sleep. There is no evidence that normal babies are likely to choke if they sleep on their backs. If a baby is laid on its side, ensure that the underneath arm is brought forward in front of the body to prevent rolling onto the tummy.

All babies should be placed at the bottom end of the cot – this is to prevent the child wriggling further down under the covers and overheating and the covers should be no higher than the shoulders.

Older babies are more mobile and can turn over and move around the cot. Only one out of every seven SIDSs occurs after six months of age.



Frequency of Changing Mattresses

Age of mattresses is not a key factor; the important issue is cleanliness. The mattress should be replaced when it sags i.e. there should always be a firm surface to place the child on, or at least every two years. The date of purchase will be detailed on the top of the mattress.

Supervision

To record checks made on sleeping children 'HS39 Sleep Chart' will be used by staff every ten minutes, and this form also records the time children are put down to sleep and the time they wake up. The record should be kept for one month.

When children are sleeping in a room which is separate to their main playroom, listening monitors (preferably with lights to indicate noise) should also be in use, in case a child disturbs between the ten minute checks.

HS39 Sleep Chart Usage Guidance

- Sleeping children to be entered with the time resting, asleep and awake noted per child
- 10 minute check box to be completed for the sleeping "group" with initials of whomever completed the check
- One page, or more if needed, to be completed per room per day

Temperature

Babies' sleep rooms and areas should be kept between 16c and 20c with the ideal temperature being 18c. Lightweight blankets should be used. Ensure babies' heads are not covered, thus preventing them from losing excess heat. Cot bumpers and pillows also reduce heat loss if babies bury their heads in them: they should not be used. Do not overheat babies by use of too much clothing: a nappy, vest and 'Babygro' are adequate.

4.11.4 Sleeping Outside of Cots

When a child no longer sleeps within a cot we use specialist sleep mats or coracles. These can be used on any suitable flooring throughout the Nursery, and within a designated Sleep Room where available.

The following points should be taken into account:

- Children **MUST** be supervised while sleeping by at least ONE Nursery Practitioner; this includes children sleeping on mats/coracles, in a designated Sleep Room with children sleeping in cots.
- Children should be checked every TEN minutes whilst on the sleep mats/coracles, with records kept on the Sleep Chart.
- Ensure that all sleep mats/coracles are set up in a manner, which is appropriate for the child's age and ability. (A specific risk assessment may be required, particularly if the child has a disability or has suffered an injury e.g. fracture).
- Only use sleep mats/coracles provided by the company, with a Kite Mark or CE approval.
- Linen and sleep mats/coracles should be maintained in a clean condition and replaced regularly.
- Linen and sleep mats/coracles should be appropriate for the age and ability of the child and also safety approved.
- Ensure that there are no holes or tears in the linen or sleep mats/coracles.
- All toys, comforters and clothes should be in good condition and without risk to the child when asleep.
- When carrying a child, remember safe manual handling/lifting and carrying techniques and follow them at all times.
- Sleep mats/coracles must be cleaned regularly using approved disinfectant and cleansers, and stored in an appropriate place.
- Ensure that reasonable space is left between each sleep mat/coracle to allow movement of limbs while sleeping, and that children are arranged head to toe where possible to reduce the spread of infection. (See diagram below)

Diagram for Sleeping Arrangements



Document Control

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