

# Sleeping Children Policy

## Statement:

It is our intention to keep children safe at all times during operation. This includes giving the children adequate space to rest and sleep. Sleeping children are still counted in the adult child ratio. Sleeping children will be regularly checked, throughout the period they are sleeping.

It is the duty of staff to log checks on the child while they are asleep every 10 minutes, this will be recorded in the Sleeping Children Monitoring Form. You must log:

- The time the child fell asleep.
- During the 10 minute checks state your name, write anything relevant ie: Hot so took blanket off, whimpering in sleep etc...
- Stir the child without waking them, to make sure they are ok. Check breathing by placing your hand lightly on their chest, or a finger under their nose to feel warm air.
- Children should not be placed to sleep on their back. If you check them and they are on their back roll them gently to their side.
- The 10 minute checks will continue until the child wakes.
- Write the time the child wakes.

In some instances it may be necessary for a member of staff to remain with the sleeping child, e.g. following head injury, following sudden illness, waiting for an ambulance.

If the child is asleep following a head injury, you must log on the accident incident form that the child has fallen asleep and in the incident Book that an accident incident form has been written for this child. 5 Minute checks should be applied in case of concussion, sickness.

If the child has fallen asleep following sudden illness this too should be recorded on the Illness at Pre School form, seen and then signed by the parent/guardian.

Children should be made comfortable in the comfy area, using a red mat to lay on. We do not let children sleep on bean bags, this can cause the children to overheat, or can suffocate them. If children fall asleep here we move them to a more suitable place. Heaters over head are switched off. We ensure ventilation is good, opening windows if needed. Children are offered a blanket.

Any blankets used for sleeping children are removed after use and washed and dried before being used again.

Manager signature and date.....

Deputy Manager signature and date.....