



## 09 Early years practice procedures

### 09.10 Prime times – Sleep and rest time

Sleep and rest times are key times in the day for being close and promoting security. Younger children will need to sleep but older children do not usually need to. No child is made to sleep.

#### Babies under one year

- Babies sleep in cots, they have personalised bedding. This consists of a bottom sheet, and blanket or well fitted sleeping bag. Pillows are not used.
- Babies have their own place to put their clothes in as well as any special toy or comforter that they need for sleep.
- Babies are prepared by a familiar member of staff. Nappies are changed and heavier clothing removed.
- Babies are soothed to sleep by a familiar staff member. If they are distressed, a familiar staff member will comfort them, where possible this will be their key worker. Staff very gently stroke or pat babies.
- The sleep area is made quiet, with soft music playing and curtains drawn.
- Babies are placed on their backs to sleep in the **“feet to foot” position** (feet at bottom of cot if using blankets).
- **A baby's head is kept uncovered at all times.**
- Once a baby can roll independently, they may find their own position—but still **place on their back initially**.
- Comforters are removed once asleep if possible.
- An adult is always in the room with sleeping babies, they are checked at regular intervals, every ten minutes; Their breathing is checked by looking at the rise and fall of the chest and the sleep position is recorded along with the time on our sleep chart.
- Parents are informed of sleep times through the EYLOG daily diary.

### Travelling & Sleep

- Babies under 12 months will be **moved to a cot after travel** (e.g if they fall asleep when we go for a walk in the park.)

- Children over 12 months should not sleep long-term in: Car seats or Pushchairs. If they fall asleep on an outing we will transport them to their own separate sleep space on a clear, flat, firm surface such as a cot or sleep mat on return to the setting.
- hats/clothing is removed when indoors to prevent over heating.

### **Children over 12months old**

- Children sleep on rest mats or in cots and have their own personalised bedding.
- Children have a suitable place or basket to store clothes, shoes and a special toy, book or comforter for sleep. This is labelled so they can identify their basket (if used).
- Nappies are changed and heavier clothing removed.
- Hair accessories that may come loose or detach are removed before sleep/rest time.
- A separate area is made quiet, with soft music playing and curtains drawn.
- Children are settled by a familiar staff member and comforted to sleep. Staff may gently stroke or pat children.
- If children fall asleep in-situ it may be necessary to move or wake them to make sure they are comfortable.
- Sleeping children are regularly checked at least every ten minutes and are within sight and hearing of staff. Their breathing is checked by looking at the rise and fall of the chest and the sleep position is recorded along with the time on our sleep chart.
- Children over 12 months may use comforters.
- Parents are informed of sleep times through the EYLOG daily diary.

### **Young children**

- Young children sleep on rest mats and have their own personalised bedding.
- Young children each have a place to put their clothes and shoes in, and in which they keep any special toy, book, or comforter that they need for sleep.
- Nappies are changed and heavier clothing is removed.
- Hair accessories with parts that may come loose or detached and pose a choking hazard are removed before sleep/rest time.

- A separate area of the room is made as quiet as possible, perhaps with some soft music playing and curtains drawn.
- Young children are settled by a familiar member of staff. They are soothed to sleep. Staff may stroke or very gently pat children.
- Sleeping children are regularly checked at least every ten minutes and are within sight and hearing of staff. Their breathing is checked by looking at the rise and fall of the chest and the sleep position is recorded along with the time on our sleep chart.
- Parents are informed of sleep times through the EYLOG daily diary.

### **Further guidance**

Safer Sleep for Babies (Lullaby Trust) [www.lullabytrust.org.uk/safer-sleep-advice](http://www.lullabytrust.org.uk/safer-sleep-advice)

Providers may find it useful to check whether products meet the relevant British Safety Standards:

- cots, travel cots, moses baskets and carry cots: BS EN 716-1:2017, BS EN 1466:2014 or BS EN 1466:2023
- bedside cribs: Since 2020, all bedside cribs should meet the new crib safety standard BS EN 1130:2019. This means cots should no longer have a side that fully drops down.
- mattresses: BS 7177:2008+A1:2011
- mattresses for cots, travel cots and cribs: BS EN 16890:2017+A1:2021
- sleepbags: BS EN 16781:2018

