



BRISBANIA BEFORE & AFTER SCHOOL & VACATION CARE CENTRE INC MANAGEMENT

Title: SLEEP & REST TIME

Status: Current

Date of Origin: August 2020

Policy No: 39

Last Reviewed: August 2025

POLICY STATEMENT:

Our Service believes that effective rest and, where necessary, sleep strategies are important factors in ensuring a child feels safe, secure and comfortable in the service environment. The service defines 'rest' as a period of inactivity, solitude, calmness or tranquillity and considered different to a child being in a state of sleep in regards to the school age care of children.

Whilst the majority of children who access our service may never need to sleep or rest during their time at the service, it is important that educators can accommodate that all children and young people are guaranteed the right "to rest and leisure, to engage in play and recreational activities appropriate to the age of the child and to participate freely in cultural life and the arts regardless of their age if needed. Examples of when this may be necessary are when children are feeling unwell, if they are tired from an excursion or if they have additional needs and their rest, requirements are greater than their peers.

PROCEDURES:

Safe Sleep Practices for all Children In accordance with the Education and Care Services National Law and Regulations, the service will ensure that the needs for sleep and rest of children in the service are met, having regard to the ages, developmental stages and individual needs of the children. The service's Sleep and Rest Policy is based on recommendations from the evidence-based practice detailed on the ACECQA website. The service has a duty of care to ensure that all children are provided with a high level of safety when resting or sleeping while in care.

In meeting the service's duty of care, it is a requirement that management and educators implement and adhere to the service's Sleep and Rest Policy. All children will rest with their face uncovered and encouraged to remove shoes, jumpers, jackets, hats and bulky clothing. Children's rest environments are free from cigarette or tobacco smoke. The rest environment, equipment and materials will be safe and free from hazards. Educators monitor resting children at regular intervals and supervise the rest environment.



If a child requests a rest there is a designated area for the child to be inactive and calm, away from the main group of children in the quiet room. Educators will show awareness of children's comfort and avoiding overcrowding when children are in need of rest or sleep. Our service will provide a range of both active and restful experiences throughout the program and support children's preferences for participation.

SAFE RESTING OR SLEEPING PRACTICES FOR A CHILD WHO IS UNWELL

Children will be encouraged to rest in a quiet, comfortable and safe place. Children will be encouraged to lie down & make themselves comfortable when displaying signs of being unwell. All children will rest/sleep with their face uncovered and encouraged to remove shoes, jumpers, jackets, hats and bulky clothing. Children who are unwell (and waiting collection from a parent /guardian) will be given the highest supervision priority and monitored constantly especially if the child has a high temperature and/or vomiting.

THE REST/SLEEP ENVIRONMENT AND EQUIPMENT

The service will ensure a rest or sleep space is available or be always made available to children. Hygiene standards will be maintained when children use the rest/sleep area. The service will regularly disinfect areas of sleep and rest especially when children are feeling unwell. The service will ensure the room temperature, airflow, noise and lighting is conducive to sleep and rest when necessary. Children's clothing items should be checked prior to them sleeping to ensure it doesn't present any hazards whilst asleep.

SLEEP AND REST SPECIFIC RISK ASSESSMENT

The approved provider, in conjunction with educators of the OSHC Service, will conduct a comprehensive risk assessment in order to identify any potential risk/s or hazards and ensure the safety of all children during sleep and rest in line with Red Nose and ACECQA guidelines (*Reg.84A*).

The risk assessment will be reviewed at least annually or after being aware of an incident or circumstance where the health, safety or wellbeing of children may be compromised during sleep or rest. All risk assessments will be regularly assessed and evaluated as to facilitate continuous improvement in our service. If a risk concerning a child's safety during sleep and rest is identified during the risk assessment, the approved provider must update the *Sleep and Rest Policy* and procedure as soon as possible. The risk assessment must be stored safely and securely and kept for a period of 3 years.

CONTINUOUS IMPROVEMENT/REFLECTION

The *Sleep and Rest Time Policy* will be reviewed on an annual basis in consultation with children, families, staff, educators and management.

NATIONAL QUALITY STANDARD (NQS)



| QUALITY AREA 2: CHILDREN'S HEALTH AND SAFETY | | |
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| 2.1 | Health | Each child's health and physical activity is supported and promoted |
| 2.1.1 | Wellbeing and comfort | Each child's wellbeing and comfort is provided for, including appropriate opportunities to meet each child's needs for sleep, rest and relaxation. |
| 2.2 | Safety | Each child is protected. |
| 2.2.1 | Supervision | At all times, reasonable precautions and adequate supervision ensure children are protected from harm and hazard. |
| QUALITY AREA 3: PHYSICAL ENVIRONMENT | | |
| 3.1 | Design | The design of the facilities is appropriate for the operation of a service. |
| 3.1.2 | Upkeep | Premises, furniture and equipment are safe, clean and well maintained. |

| EDUCATION AND CARE SERVICES NATIONAL LAW AND REGULATIONS | |
|--|--|
| Section 165 | Offence to inadequately supervise children |
| Section 167 | Offence relating to protection of children from harm and hazard |
| 82 | Tobacco, drug and alcohol-free environment |
| 84A | Sleep and Rest |
| 84B | Sleep and rest policies and procedures |
| 84C | Risk assessment for purposes of sleep and rest policies and procedures |
| 103 | Premises, furniture and equipment to be safe, clean and in good repair |
| 105 | Furniture, materials and equipment |
| 110 | Ventilation and natural light |
| 115 | Premises designed to facilitate supervision |
| 168 | Education and care service must have policies and procedures |

- Australian Children's Education & Care Quality Authority. (2023). [Guide to the National Quality Framework](#).
- Education and Care Services National Law Act 2010 (Regulation 81)
- National Quality Standard (Standard 2.1, 2.2)
- Children's and Young Persons (Care and Protection) Act 1998 4.2 Service policies
- Incident, Illness, Injury and Trauma policy



- Maintenance of Safe Environment Policy 4.3 National frameworks
- Framework for School Age Care in Australia, “My Time, Our Place”
http://files.acecqa.gov.au/files/National-Quality-Framework-ResourcesKit/my_time_our_place_framework_for_school_age_care_in_australia.pdf

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