

## 09 Early years practice procedures

### **09.10 Prime times – Sleep and rest time**

We do not have sleeping facilities at Sutton St James Pre-School. If a child does fall asleep within the setting, staff must follow the following procedure.

#### **Procedure**

- A member of staff will stay with the sleeping child, the child must not be left unattended and must be constantly monitored.
- The member of staff should not try to wake the sleeping child.
- The staff member should ensure the child is sleeping on a flat hard surface.
- The staff member must remove coat / hats or any outdoor clothing.
- The staff member must ensure to check that the child does not have any hair accessories / bibs or anything that could become tight around the child's neck or with parts that may come lose or detached and may pose a choking hazard. If so, they are to be removed.
- Whilst waiting with the child, they must monitor their temperature, ensuring the child does not get too hot/cold.

The staff member with the sleeping child should alert another member of the team. This team member should then:

- Immediately call the parent to collect the sleeping child.
- If the parent is not reachable, the staff member will try to call their emergency contact.

#### **Parent / Carer Partnership**

Parents and carers are made aware of the Safe Sleeping Policy when they join Sutton St James Pre-School. The above procedure is explained to them and is also detailed in our terms and conditions.

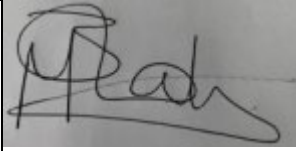
Sleeping patterns of the child are discussed at show rounds & settling in sessions. If a child is in the routine of sleeping during the day, half day sessions may be recommended to meet the needs of the child.

If a child is falling asleep on a regular basis, a meeting will be set with the parent to discuss the needs of the child.



**Further guidance**

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

This policy was adopted by:	Sutton St James Pre-School
On	31/01/2024
Date to be reviewed	31/01/2025
Signed on behalf of the provider	
Name of signatory	Mili-Anne Bhatia
Role of signatory	Managing Director