The Shotover Nursery Schools Federation

Sleep and Rest Protocol for 2 year old and older.

Next date for review : Summer 2028

Reviewed on: Summer 2026

Chair of governors: Paul Hayday

Headteacher : N Wilson

Sleep and Rest Protocol updated with the safer sleep guidance

Aim

- To meet children's individual needs to have enough sleep to support their health and development.
- To promote best practice for all children, in a safe environment.

Parental partnership:

Shotover Nursery Schools Federation will work in partnership with parents/carers to respect their wishes relating to their child's sleep pattern. The staff will support the individual needs children have in relation to their sleep pattern. Our sleep period is between 12.30pm and 2pm. All children will be woken by 2pm, however within this timeframe we will work flexibly with your child's sleep needs. This will be discussed more during the home visit with your child's key person.

During home visits:

- The key person will discuss a child's sleep routine with the parent/carer. The registration form is to be completed to record a child's sleep routine - this could include the need of a comfort toy, milk, dummy etc.
  - Key person to then share this information with other staff in the room as well as updating the 'sleep information' form on the drive.

Preparing the environment:

- Where possible the 'sleep area' should be used - in the 2 year old rooms.
- A sleep mat should be used.
- Clean bedding should be used and sheets that fit tightly to the mat.. At the end of the child's sleep, bedding should be stored in the cupboard.
- The room should be prepared i.e.lights turned off. As required, calming music to create a restful environment.
- The room should be well ventilated and not too warm (a fan may be used to support this).

Preparing children for sleep:

- Sleep time is after lunch for the children in the 2 year old room, however if a child does need to sleep at a different time to this then that is accommodated for where possible.

- Children having a sleep should be prepared for this by moving to a quieter part of the nursery school.
- In consultation with parents/carers, older children should be asked if they wish to sleep.
- Prior to going to the sleep area, children should have a change of nappy (if needed) or be encouraged to use the toilet.
- When children join the 'sleep area' their clothes should be removed if they wish (i.e. jumpers, jeans or socks). Where appropriate they should be encouraged to participate in getting themselves undressed.
- Children's comforters should be used as needed.

Sleep/rest procedure:

- When prepared for sleep children should be encouraged to lie down on their sleep mat.
- Staff should sit alongside the children. (Staff should be mindful of straining their back.)
- The key person should use their knowledge of individual children and how they fall asleep, e.g. children should be asked if they would like to be patted off to sleep - this needs to be added to the drive 'sleep information'
- When a child does not fall asleep after approximately 30 minutes, the staff member should consider getting the child up to go back to the setting. The key person should discuss this with the parent and establish a time limit for trying to get the child to sleep, this should be communicated to all other staff members. (Record in the drive - folder called 'sleep information').
- If a child falls asleep unexpectedly and it has not been possible to remove their outer clothes, or have their nappy changed, the child's clothes should be loosened. The person on toileting in the afternoon should be made aware that the child will need their nappy changing (if needed) when they wake up.
- Sleep mats should be cleaned and maintained as needed.
- Beddings should be cleaned weekly.

Sleep monitoring:

- A daily record is kept of all children having a sleep on the sleep chart. This records when the child lies down for sleep; the time the child fell asleep; and

  the time the child wakes up. When children are sleeping an adult will remain in the sleep area with the children. During this time checks (every 10 minutes) will be made on the sleeping children.
- Checking on any sleeping child requires the nominated staff member to observe that the sleeping children are breathing (check for the chest rising/sounds a child is making), not showing signs of being too hot, or too cold and that bedding does not become wrapped around the child.
- The nominated 'sleepers' person is responsible for making checks and signing the

monitoring sheet for sleeping children. They will alert another nominated person to make checks if they need to leave the room.

- Sleep time will be recorded on the sleep chart and will be verbally feedback to parents at collection times.
- Changes to a child's sleep pattern should be updated, as needed and noted on the child's registration document .

Supporting waking children:

- On waking, children will be given time to properly wake up, before they are dressed. Their wake-up time will be recorded on the sleep chart.
- Where appropriate children will be encouraged to dress themselves.
- When the child is ready, the nominated sleepers staff member will sit with them for their snack.
- The nominated sleepers person will wipe each sleep mat with an antibacterial wipe when the mat is no longer in use. When this is dry it should be put away. When all children are awake, bedding should be stored in the cupboard with the child's photo and any soiled bedding will be taken to the laundry and washed straight away.
- Bedding will be cleaned weekly.