



# ASHCROFT PUBLIC SCHOOL

## Sleep and Rest

Reviewed: 11/2022

To be reviewed: 2023

Associated National Quality Standards	Education and Care Services National Law or Regulation	Associated department policy, procedure or guideline
2.1	<a href="#">Regulation 81</a>	<a href="#">Leading and Operating Department Preschool Guidelines</a> <a href="#">Preschool sleep and rest guidelines</a>
<b>Pre-reading and reference documents</b>		
<a href="#">ACECQA sleep and rest practices</a>		
<b>Procedure</b>		
<b>Meeting the needs for sleep and rest</b>	<ul style="list-style-type: none"> <li>• The preschool educators ensure the individual sleep and rest requirements of each child are met, as advised by their family. Upon enrolment, educators collect information from families regarding their child’s needs before they commence. Preschool educators regularly communicate with every family and regularly discuss children’s changing needs.</li> <li>• Children are not forced to lie down or sleep.</li> <li>• There is a comfortable, quiet area, both inside and outside, that a child can retreat to at any time of the day to rest, e.g. in the book/quiet corner space.</li> <li>• Adequate supervision is maintained while some children rest and others engage in activities. Resting children are kept in the same areas as children who are not resting.</li> <li>• Children are encouraged to sleep on their backs before they fall asleep and then turn to a comfortable position once asleep.</li> <li>• If a child sleeps during the preschool day, their family is informed of the length of time they slept. This information is written on the sign in sheet next to the child’s name.</li> <li>• If children wish to, they are able to lie down with a sheet. The children’s family will be asked to supply sheets and it will be sent home each week for families to wash. Children’s sheets are kept in their lockers in a labeled bag.</li> <li>• Preschool have spare sheets available for any child to use if requested. These sheets are washed after each use.</li> </ul>	

<b>Record of procedure's review</b>	
<b>Date of review and who was involved</b>	
<b>03/11/2022</b>	Karen Ali, Sarah Philp, Shayla Rash
<b>Key changes made and reason/s why</b>	
Sections created to make procedure clearer to follow	
<b>Record of communication of significant changes to relevant stakeholders</b>	
Procedure displayed in preschool foyer and communicated to staff at staff meeting.	

*Copy and paste a new table to record each occasion the procedure is reviewed.*