Glen Iris Child Care and Kindergarten

GI-031 – Sleep and Rest Policy

Policy Number	GI-031
Quality Area	QA2 – Children's Health and Safety
National Law	s.167
National Regulations	Regs. 81 • 82 • 84A • 84B • 168
Related NQS	QA2.1.1 • QA2.1.2 • QA2.2.1QA2.2.1 • QA2.2.2
EYLF V2.0	Principles – Secure, Respectful and Reciprocal Relationships • Partnerships
Victorian Child Safe Standards:	Standards 2, 5 & 11
Version:	1.0
Approved By:	Centre Director
Approved Date:	July 2026
Review Date:	July 2027

OUR COMMITMENT

At **Glen Iris child care and kindergarten**, we recognise that quality sleep, rest and relaxation are essential for children's health, wellbeing, learning and development.

We are committed to providing safe, calm and nurturing environments that support each child's individual sleep and rest needs. Our practices reflect current safe sleep recommendations, legislative requirements and respectful partnerships with families.

Educators actively supervise sleeping and resting children, respond to individual cues and routines, and work collaboratively with families to ensure children's sleep and rest needs are met in a safe and responsive manner.

LEGISLATIVE INTENT

This policy supports Glen Iris child care and kindergarten in meeting its obligations under the Education and Care Services National Law and National Regulations by ensuring every child has appropriate opportunities for sleep, rest and relaxation while maintaining their safety, wellbeing and dignity.

PURPOSE

The purpose of this policy is to provide clear procedures for supporting children's individual sleep, rest and relaxation needs while ensuring safe sleep practices, active supervision and respectful partnerships with families.

WHO THIS POLICY APPLIES TO

This policy applies to:

- Approved Providers
- Centre Director
- Nominated Supervisor
- Responsible Persons
- Educational Leader
- Educators
- Relief Educators
- Students
- Volunteers
- Families

DEFINITIONS

Sleep
A period where a child is asleep and requires continuous active supervision in accordance with safe sleep practices.

Rest
A quiet period where children relax, recharge and participate in calm experiences appropriate to their age, development and individual needs.

Safe Sleep Practices
Evidence-informed practices that reduce the risk of harm during sleep and ensure children are supervised in safe sleeping environments.

WHY THIS POLICY MATTERS

Children have individual sleep and rest requirements that change as they grow and develop.

Providing opportunities for sleep, rest and relaxation supports children's physical health, emotional wellbeing, learning and ability to engage throughout the day. Safe sleep practices, active supervision and respectful partnerships with families ensure children's individual needs are met while protecting their health and safety.

GUIDING PRINCIPLES

Glen Iris child care and kindergarten is committed to:

- Supporting each child's individual sleep and rest needs.
- Following current safe sleep recommendations.
- Maintaining active supervision of sleeping and resting children.
- Working in partnership with families regarding children's routines.
- Providing calm, safe and comfortable sleep environments.
- Respecting children's dignity and wellbeing.
- Regularly reviewing sleep and rest practices to reflect current best practice.

OUR POLICY

Glen Iris child care and kindergarten is committed to providing safe, responsive and individualised sleep and rest practices for every child.

Educators will work collaboratively with families to understand each child's usual sleep routines, comfort needs and developmental stage. Sleep and rest opportunities will be flexible and responsive, recognising that children have different needs and that not all children will sleep during the day.

Children who do not sleep will be provided with quiet, engaging experiences that allow them to rest and recharge while remaining appropriately supervised.

All sleeping and resting children will be actively supervised, and educators will follow current safe sleep recommendations and legislative requirements to ensure every child's safety and wellbeing.

HOW WE PUT THIS POLICY INTO PRACTICE

Individual Sleep and Rest Needs

Educators will:

- Work in partnership with families to understand each child's usual sleep and rest routines.
- Respect children's individual sleep cues, developmental needs and comfort requirements.
- Provide flexible opportunities for sleep, rest and relaxation throughout the day.
- Recognise that sleep needs vary depending on each child's age, health, development and family routines.

Safe Sleep Practices

Glen Iris child care and kindergarten follows current recognised safe sleep recommendations to minimise risks and protect children's wellbeing.

Educators will:

- Always place babies on their back to sleep unless an alternative position is supported by written medical advice.
- Ensure each child sleeps in their own approved cot or designated sleep space.
- Use only approved mattresses that fit securely within the cot.
- Keep cots free from pillows, doonas, quilts, bumpers, soft toys, positioning devices and loose bedding.
- Dress children appropriately for the room temperature to reduce the risk of overheating.
- Ensure children's faces and heads remain uncovered while sleeping.
- Maintain a safe sleep environment that is clean, well-ventilated and comfortable.

Active Supervision During Sleep and Rest

Educators will:

- Actively supervise sleeping and resting children at all times.
- Conduct regular physical and visual checks of sleeping children in accordance with legislative requirements and service procedures.
- Monitor children's breathing, colour, positioning and overall wellbeing.
- Respond immediately if a child appears distressed or unwell.

- Maintain clear visibility of sleeping children while continuing to supervise the broader learning environment.
- Record sleep checks and sleep periods in accordance with service procedures.

Rest for Children Who Do Not Sleep

Children who no longer require daytime sleep will be supported to participate in calm and relaxing experiences such as:

- Reading books.
- Drawing.
- Quiet construction activities.
- Puzzles.
- Mindfulness or relaxation experiences.
- Soft music or storytelling.
- Individual quiet play.

These experiences allow children to rest while respecting their developmental needs and supporting the wellbeing of other children who are sleeping.

Sleep Environment

The service will:

- Maintain clean, hygienic and comfortable sleep spaces.
- Ensure sleep rooms are well ventilated and maintained at a comfortable temperature.
- Reduce excessive noise and lighting where appropriate.
- Arrange sleep spaces to allow educators clear visibility and access to every child.
- Ensure emergency exits and access pathways remain unobstructed.

Family Partnerships

Educators will:

- Discuss children's sleep and rest routines during enrolment and ongoing communication with families.
- Share information about children's sleep patterns each day.
- Respect family preferences where these align with safe sleep practices and legislative requirements.
- Explain the service's safe sleep procedures to families.
- Seek updated information whenever children's sleep routines change.

Where a family request conflicts with recognised safe sleep recommendations, educators will work respectfully with the family while prioritising the child's safety and complying with legislative requirements.

Supporting Children's Wellbeing

Educators recognise that sleep is closely connected to children's emotional wellbeing. Children will be comforted, reassured and supported using calm, responsive and respectful interactions. Familiar routines, gentle communication and nurturing relationships help children feel safe and secure during sleep and rest periods.

ROLES & RESPONSIBILITIES

Approved Providers

Will:

- Ensure appropriate resources, equipment and environments support safe sleep and rest practices.
- Maintain compliance with current legislation and recognised safe sleep recommendations.
- Support ongoing professional learning for educators.

Centre Director

Will:

- Monitor the implementation of safe sleep and rest practices across the service.
- Ensure sleep environments remain safe and compliant.
- Support educators to implement current best practice.
- Review incidents and practices to strengthen children's safety and wellbeing.

Educational Leader

Will:

- Support educators to reflect on sleep and rest practices.
- Promote responsive approaches that recognise children's individual needs.
- Encourage ongoing professional discussions regarding children's wellbeing and safe sleep practices.

Educators

Will:

- Follow current safe sleep recommendations and service procedures.
- Maintain active supervision of sleeping and resting children.
- Respond to children's individual sleep and comfort needs.
- Maintain accurate sleep records where required.
- Work collaboratively with families regarding children's routines.
- Ensure sleep environments remain safe, hygienic and appropriately maintained.

Students, Volunteers and Relief Educators

Will:

- Follow the direction of qualified educators.
- Maintain supervision practices under educator guidance.
- Follow safe sleep procedures at all times.
- Report any concerns immediately to the supervising educator.

Glen Iris child care and kindergarten in practice

At Glen Iris child care and kindergarten, sleep and rest are viewed as an important part of each child's overall health, wellbeing and development. Educators recognise that every child has unique sleep patterns and respond flexibly to individual needs rather than following rigid routines.

Our sleep environments are calm, welcoming and carefully planned to support children's comfort while maintaining the highest standards of safety. Educators remain actively engaged throughout sleep and rest periods by conducting regular checks, observing children's wellbeing and responding promptly to changing needs.

Children who no longer require daytime sleep are provided with meaningful quiet experiences that allow them to relax without disrupting others. Through respectful partnerships with families, we ensure sleep routines remain consistent, responsive and centred on each child's wellbeing.

CHILDREN'S VOICE IN ACTION

Children are encouraged to express their individual sleep and rest needs in ways appropriate to their age and stage of development.

Educators listen to children's verbal and non-verbal cues, offer choices where appropriate and support children to develop an understanding of their own wellbeing. Older children are invited to help create peaceful rest environments by selecting quiet experiences and respecting the needs of others during rest times.

EXCEEDING PRACTICE

Glen Iris child care and kindergarten recognises that quality sleep and rest practices involve far more than compliance with legislation.

Educators use ongoing observation, family partnerships and professional knowledge to develop responsive sleep routines that reflect each child's individual needs. Safe sleep practices are embedded into everyday routines through intentional supervision, continuous risk assessment and reflective practice.

Professional learning, current evidence-based guidance and regular review of service procedures ensure our sleep and rest practices continue to evolve in line with best practice, supporting every child's health, safety and wellbeing.

CONTINUOUS IMPROVEMENT

Glen Iris child care and kindergarten is committed to continually reviewing sleep and rest practices to ensure they remain safe, responsive and reflective of current best practice. This policy will be reviewed through:

- Feedback from children, families and educators.
- Daily observations and sleep records.
- Incident reviews.
- Safe sleep audits.
- Professional learning.
- Staff meetings and critical reflection.
- Quality Improvement Plan goals.

- Changes to legislation and recognised safe sleep recommendations.

Continuous improvement ensures our sleep and rest practices continue to support children's health, wellbeing and safety while strengthening partnerships with families.

RELATED LEGISLATION

Education and Care Services National Law Act 2010

- **s.167** – Offence relating to protection of children from harm and hazards.

Education and Care Services National Regulations 2011

- **Reg. 81 –** Sleep and rest.
- **Reg. 82 –** Tobacco, drug and alcohol-free environment.
- **Reg. 84A –** Awareness of child protection law.
- **Reg. 84B –** Sleep and rest policies and procedures.
- **Reg. 168 –** Education and care service policies and procedures

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Quality Area 2 – Children's Health and Safety

- **QA2.1.1 –** Each child's wellbeing and comfort is provided for, including appropriate opportunities to meet each child's need for sleep, rest and relaxation.
- **QA2.1.2 –** Effective illness and injury management and hygiene practices are promoted and implemented.
- **QA2.2.1 –** At all times, reasonable precautions and adequate supervision ensure children are protected from harm and hazard.

Early Years Learning Framework (EYLF) V2.0

Principles

- Secure, Respectful and Reciprocal Relationships
- Partnerships
- Equity, Inclusion and High Expectations

Practices

- Responsiveness to Children
- Holistic, Integrated and Interconnected Approaches
- Learning Environments
- Collaborative Leadership and Teamwork

Outcomes

- **Outcome 1 –** Children have a strong sense of identity.
- **Outcome 3 –** Children have a strong sense of wellbeing.

Victorian Child Safe Standards

This policy supports:

- **Standard 2** – Child safety and wellbeing is embedded in organisational leadership, governance and culture.
- **Standard 5** – Equity is upheld and diverse needs respected in policy and practice.
- **Standard 11** – Policies and procedures document how the organisation is safe for children and young people.

RELATED DOCUMENTS

This policy should be read in conjunction with:

- Child Safe Environment Policy
- Incident, Injury, Trauma and Illness Policy
- Medical Conditions Policy
- Nutrition, Food and Beverages Policy
- Supervision Policy
- Enrolment and Orientation Policy
- Interactions with Children Policy
- Administration of First Aid Policy
- Risk Management Policy
- Workplace Health and Safety Policy

SUPPORTING DOCUMENTS

The following documents support the implementation of this policy:

- Sleep and Rest Risk Assessments
- Individual Sleep and Rest Plans (where required)
- Daily Sleep Records
- Safe Sleep Check Records
- Family Communication Records
- Incident Reports
- Professional Learning Records
- Critical Reflection Records
- Quality Improvement Plan

EVIDENCE OF PRACTICE

Glen Iris child care and kindergarten demonstrates this policy through:

- Individual sleep and rest routines developed in partnership with families.
- Safe sleep environments that reflect current recognised recommendations.
- Active supervision and documented sleep checks for sleeping children.
- Flexible rest opportunities that respect each child's developmental needs.
- Calm and nurturing sleep environments that promote children's wellbeing.
- Ongoing communication with families regarding children's sleep patterns.
- Regular professional learning in safe sleep practices.
- Critical reflection used to strengthen sleep and rest procedures.
- Quality Improvement Plan goals that support children's health, safety and wellbeing.

REFLECTION & CONTINUOUS IMPROVEMENT

Critical reflection supports our commitment to providing safe, responsive and individualised sleep and rest practices.

Reflective questions include:

- How effectively do our sleep and rest practices respond to each child's individual needs?
- Are educators consistently implementing current recognised safe sleep recommendations?

- How do we balance family preferences with legislative requirements and children's safety?
- Does our sleep environment promote children's comfort, wellbeing and active supervision?
- How do we support children who no longer require daytime sleep?
- What have we learnt through observations, family feedback and critical reflection?
- What improvements can we make to further strengthen our sleep and rest practices?

Outcomes from these reflections inform policy reviews, educator professional learning, environmental improvements and our Quality Improvement Plan.

VERSION HISTORY

Version	Date Approved	Approved By	Summary of Changes
1.0	July 2026	Centre Director	Initial policy developed as part of the Glen Iris child care and kindergarten Governance, Policy and Procedures Manual. Developed to align with the Education and Care Services National Law, National Regulations, National Quality Standard, EYLF V2.0 and Victorian Child Safe Standards.