

Sleeping Child Policy

Policy Statement

At Pound Hill Pre-School we are dedicated to ensuring the children's safety at all times and this includes during times of sleep.

Procedure

Staff will ensure the following if and when any child falls asleep during session times.

- They will move the child to an area where there is a rug or soft mat.
- They will place a blanket over the child if it is cold.
- The staff will then start the sleep log (Orange Folder)
- Staff will physically check the child every 10 minutes, they will check.
 - Child is breathing.
 - Child is not too hot / too cold.
 - Child's face is free from obstructions.
 - Child is still asleep.
- If a staff member needs to leave for what ever reason they must hand the sleep log over to another member of staff – who must complete the sleep log to confirm time they have taken over the care of the child.
- Exact times of when the child went to sleep and woke up are to be recorded on the sleep log.
- Any changes to the child's sleeping such as removal of blankets etc to be noted in the comments section.
- Children are not to be left unattended when sleeping for any reasons – there MUST always be a staff member present in the room where the child is sleeping.

This policy was adopted by
Position within the Pre-School

Katy Platt
Manager & nominated individual