



COT ROOM/SLEEPING POLICY

Practitioners at Playtime Day Nursery should ensure that sleep time is a calm and relaxing time of day for all children. At this time practitioners are to ensure that all blinds/curtains are down, relaxing music is put on and that children that have comforters have them.

Practitioners need to clarify with parents/carers about the amount of time their child sleeps and this should be met. All comforter information should be displayed so all staff members are aware of what child has what. All sleep times must be recorded in the diary and in any daily diary books.

Cot room

- Practitioners are to ensure that the cots are in working order and to report any broken ones to management team. Practitioners must ensure that the cots are clean and well maintained before children are placed in them.
- Children should not wear bibs, shoes or thick jumpers when going to sleep.
- Children must have an assigned cot with their names on and personal sheets and sleep bags.
- If a different child needs to use a cot that is not theirs then the sheets and sleep bags must be changed.
- When placing a child into a cot they must be placed at the bottom of the cot with their feet at the end of the cot. If a parent does not wish their child to go in a sleep bag then a blanket should be used and must be firmly tucked in no higher than shoulder height. This is to ensure that the child does not wriggle underneath. This complies with The Lullaby Trust (formerly known as FSID) cot death charities who try to find the safest ways to keep babies healthy.
- If the temperature is above 21c, do not cover with a blanket or put in a sleep bag as this will make the child too hot.
- Parent's wishes are to be followed regarding how long their child sleeps for and the comforters they are to have.
- The room must be relaxing for children to sleep in with the blinds/curtains shut and relaxing music to be played throughout the room to soothe children (music should be played at an appropriate level).
- Children must be checked on every 5-10 minutes to ensure the child's safety. The sleep check sheet must be signed by the staff member with their initials, who has checked on the child/ren in the cot room.



- When a child is being woken, they must be stirred gently by saying their name quietly and patting or rocking them. Once they have awoken the child must be cuddled and comforted until they are ready to start activities.