**SLEEP TIME PROCEDURE**

At Dainty Little Hands @ Kidz Academy we do have a set sleep time however, this is flexible indicating that if children sleep earlier or later than the set time they are encouraged to do so. We ask parents/guardians if they wish for their child to have a sleep during the day, if they agree then after lunch time we take the children through to the sleep room.

Below details the sleep procedure our team implement:-

1. The team are responsible for entering children onto the sleep register as they enter the room as part of the fire policy.
2. The sleep room is at the correct temperature so that the children are comfortable as they sleep and do not need blankets that can be a safety hazard unless the parent/guardian as requested their child to sleep with a blanket. (All blankets must lie below the shoulder)
3. The sleep room has dimmed lights so if the children do not wish to sleep, they can play with resources until a member of the team takes them to a different playroom to play.
4. Children’s shoes are removed and pegged so they do not get lost.
5. We always ask the parents/guardians the best way to help their child off to sleep. Children who require a bottle feed will have it in the arms of a member of staff.
6. Children who like their backs rubbed can however, our team can only use their finger tips instead of their palm to ensure only light pressure is applied.
7. Children are given comforters at their parents/guardians discretion.
8. Soothing music maybe played to help assist the children to sleep.
9. Any child who shows signs of not wanting to go the sleep i.e. verbally or not lying down on their bed will be taken back to their playroom.
10. For hygiene reasons the children sleep top to toe on clean linen.
11. The team are responsible for making checks every 10 minutes on the children

 whilst they are asleep to ensure they are breathing. This check needs to be

 recorded in the Sleep Book. There is always someone present in the sleep room.

1. Beds are detoxed after use before being stored away.
2. As children wake up they are greeted with a cuddle and a drink before putting their

 shoes back on to go back to their playroom.

1. The team are responsible to transfer the responsibility of the child to a

 member of staff in the child’s playroom. This needs to be documented on the sleep

 register in compliance with Dainty Little Hands @ Kidz Academy Fire Policy.

Date Reviewed: June 2024 Next Review Date: June 2025

**SLEEP TIME**

**Its Sleep Time so PLEASE do not enter this room unless you are going to be working in it.**

**If you are going to the Garden or the Baby Room PLEASE use alternative routes as not to wake up our Little Sleepers**

**THANK YOU FOR YOUR**

**CO-OPERATION!**