

SLEEP & REST – HOME CHILD CARE

POLICY

FROM ONTARIO REGULATION 137/15, 33.1 AND 47(2)

It is the policy of Cook's School Day Care Inc to ensure that:

- Infants' sleep and rest periods are based on their own schedules.
- Each toddler and preschool child enrolled is permitted to sleep, rest or engage in quiet activities based on the child's needs.

This policy and its procedures meet the mandatory Ministry of Education requirements regarding sleep and supervision of sleep.

The Sleep & Rest policy will be:

- Implemented and monitored at all times for compliance and contraventions.
- Reviewed with staff annually and any time changes are made.

INTENT

While not all children need a mid-day nap, young children benefit from periods of quiet relaxation to balance their active play. Some children who are tired may take a relatively long time to relax and sleep, while others only require a short rest period. Children's needs may also change from day to day or week to week.

The need for rest and sleep varies greatly at different ages, and even among children of the same age; however, rest is an important part of the day for all children. This provision allows for a period during which quiet activities are encouraged and children can nap if required.

For the Children Who Nap During the Day

Toddlers and preschoolers who regularly sleep have a rest period not exceeding two hours in length.

Monitoring sleeping children reduces the risk of harm/injury as caregivers can look for:

- Signs of distress.
- Behaviours during sleep.
- Changes in sleeping patterns.

SPECIAL INSTRUCTIONS

Sleep and rest time should be of such duration that normal sleep patterns at home are not disrupted.

Programs should take into consideration instructions given from parents regarding their children's sleep and rest period. These instructions should be followed as closely as possible, but the licensee also needs to take into consideration the need of the individual child.

If a parent has provided instructions for the child to not sleep during the day but the child is falling asleep at the table, the licensee should provide a rest period for this child. The licensee can explain to the parents that the child required a nap that day because the child was unable to stay awake.

PROCEDURE

UPON ENROLLMENT AND AT ANY TIME DURING ENROLLMENT

Parents/guardians of children who regularly sleep at the home setting will:

- Be provided with our current Parent Handbook which gives information on our policies regarding sleep and rest. Parent Handbook's are updated and given out yearly.
- Be provided with a place on the application form and to indicate their child's specific sleeping arrangements or patterns to be implemented. Application forms are reviewed annually.
- Be provided a Bedtime/Rest Time Routine Details form completed by the provider if the child is enrolled in extended / overnight hours care. Once signed off by the provider, the parent/guardian and the CEC consultant/Home Visitor, the provider will receive a copy. Any time a provider makes a change to what has been signed off on the original form, the parent/guardian must sign off confirming acceptance of the change. A new form may need to be completed and signed off by all parties if a number of changes are being indicated.
- Have Child Care Information Change Notices readily available to allow parents to make any changes to their child's sleep and rest arrangements as their child grows or transitions from room to room.
- Be shown each child's personal sleep and rest space and any time there is a change to the arrangement that is agreeable to the parent/guardian.
- Be verbally notified if any significant changes in their child's sleeping patterns or behaviors are observed during sleep to allow adjustments to be made if necessary.
- If using extended / overnight hours, be provided with a Bedtime/Rest Time Routine Details form to review and sign that includes information about:
 - The provider's typical hours of overnight sleeping when the child will not be directly observed 100% of the time.
 - The use of the electronic monitoring device as one method of overnight supervision and its maintenance.
 - Who may be in the home during the extended / overnight period of time and may assist with monitoring sleep disturbances. All sleep disturbances will be directed to the provider.

Providers will be notified when:

- Information is on a child's application form kept in the child's file to read regarding sleep and rest arrangements.
- New information on a Child Care Information Change Notice is provided by the family regarding a child's sleep arrangements in the child's file.
- An observance of a significant change in a child's sleep patterns during a direct visual check resulted in changes being made. The change is documented in the child's file.

SUPERVISION

All children that regularly sleep will be monitored by the provider.

Direct Visual Checks

Direct visual checks of children 24 months and younger will be conducted regularly.

Steps when conducting direct visual checks:

- Fill out date and the names of the children who are sleeping on the Sleep Monitoring Form.
- Ensure there is sufficient light in the sleep and rest area to conduct direct visual checks.
- Four times throughout the sleep and rest period, look at each child closely for a rise and fall of the chest and/or stomach and document the time.
- Document when any significant changes are observed and communicate the observations to the parent/guardian.
- Daytime Hours: conduct and document direct visual checks four times throughout each two-hour sleep and rest period.

Important: Electronic sleep monitors cannot be used in place of direct visual checks of sleeping children during daytime sleep and rest periods.

- Extended / Overnight Hours: conduct and document direct visual checks:
 - Before going to bed.
 - Upon awaking during the night.
 - Anytime a disturbance is heard over the electronic sleep monitoring device.
 - When another person in the home notes a disturbance has occurred.
 - When rising for the day.

Potential Indicators of Distress

- Change in skin colour
- Change in breathing
- Wheezing
- Grunting
- Nose flaring
- Signs of overheating – sweating

Extended / Overnight Hours

- Families of children who sleep at the home during the extended / overnight hours must review and sign the Bedtime/Rest Time Routine Details form when initiated and any time a change is made.
- When children sleep at the home during extended / overnight hours, it is understood that the provider must also acquire sufficient rest and sleep. To that end, electronic sleep monitoring devices will be used to monitor sleeping children during that period. Electronic sleep monitoring devices must be checked before each sleep period to make sure they work and replaced immediately if they do not. The equipment checks are noted on the Sleep Monitoring Form provided for extended / overnight hours.
- Any significant change in sleep patterns or behaviour experienced during the extended / overnight hours is documented on the Sleep Monitoring Form and communicated to the parent/guardian at the earliest convenience.
- Adjustments, if applicable will be documented on a Child Care Information Change Notice and attached to the child's application form. The provider will be notified of changes by the ECE Consultant/Home Visitor.

SAFE SLEEP

Children age 0-12 months of age are placed for sleep in a manner consistent with recommendations set out in the most current version of the **Joint Statement on Safe**

Sleep: Preventing Sudden Infant Deaths in Canada (attached), a document endorsed by Health Canada.

Requirements relating to sleep positions may only be waived if a medical doctor advises a different position in writing. The recommendation must be submitted to Cook's School Day Care Inc.

ADDITIONAL INFORMATION

As discussed in **How Does Learning Happen**, children's well-being is supported when adults respect and find ways to support each child's varied physiological and biological rhythms and needs for active play, rest and quiet time.

Finding ways to reduce stress through providing space and time for rest and quiet play based on individual differences helps children become increasingly aware of their own basic needs and supports their developing self-regulation skills.

Our program makes every effort to organize time, space and materials to support the children's varied needs for sleep, rest and quiet time.

MODIFICATIONS TO THIS OR OTHER POLICIES

Any policy that does not respect and promote the dignity, independence, integration and equal opportunity of people with disabilities will be modified or removed. Our policies are maintained and updated regularly to reflect our practices, employees and best serve our customers.