
	<b>Management Area:</b> Children's Services	<b>Version No:</b> 4.0 <b>Pages:</b> 4
	<b>Category of Policy:</b> Operational	<b>Approval Date:</b> 11/11/2024 <b>Policy Approver:</b> Head of Children's Services
<b>Policy Title:</b> Sleep and Rest Policy		<b>Author:</b> YMCA of SA

# YMCA SOUTH AUSTRALIA

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## Sleep and Rest Policy

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## 1. Purpose

The YMCA are committed to the promotion of safe sleeping practices for young children. We also recognise a child's need to access areas of relaxation and rest in their busy day and respect and recognise that each child's requirement will be individualised and, in the child's best interest at all times whilst working collaboratively with families. The YMCA has a duty of care to ensure children are provided an environment which is safe, well supervised, comfortable, and secure in order to meet their development stages and individual needs for sleep and rest.

## 2. Scope

The scope of this policy applies to all Board members, Sub Committee members, educators and volunteers. This policy applies to all YMCA Member Associations. For the purposes of this document, we refer to these as the YMCA. All Policies and Procedures must conform to this policy.

## 3. Policy Statement

YMCA policies and procedures will be in line with best practice principles and guidelines as outlined by Red Nose.

We will ensure that all children are provided with a high level of safety when resting or sleeping while in care, and that educators are aware of their responsibilities.

We will provide effective rest and sleep strategies to ensure children feel secure and safe in a restoring environment, including the placement and safety rating of equipment and appropriateness of the space.


We recognise the need for sleep, rest and relaxation for each child and will accommodate individual needs and wishes. Educators will look for and respond to children's cues.

We will consult families about their child's individual needs and be sensitive to different values and parenting beliefs, cultural or otherwise, associated with sleep and rest.

If a family's beliefs and practices are in conflict with recommendations from Red Nose, YMCA will not endorse an alternative practice unless the service is provided with written advice from a medical practitioner to be incorporated into a risk minimisation plan.

A risk assessment will be conducted by each service considering the age, individual needs, and stage in development of the children, as well as supervision and environmental factors.

The risk assessment will be acknowledged and signed by each staff member to ensure they are aware of the mitigation strategies. This risk assessment will be reviewed annually and all copies will be stored on our internal record keeping system.

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Children with additional health care needs are required to provide plans from medical professionals which our educators will follow.

#### 4. Roles and Responsibilities

Department / Area	Role / Responsibility
Children's Services Management	<p>Is responsible for the development, monitoring, and review of the policy and related systems, ensuring content meets all legislated requirements.</p> <p>To facilitate policy awareness to all educators on the appropriate implementation and use of the policy.</p>
Responsible Persons	<p>Nominated supervisor/ and or service management will oversee the implementation and service adherence of the policy.</p> <p>Nominated supervisor/person with management and control will seek individual community feedback and facilitate an active consultation process with service users as appropriate.</p> <p>Is responsible for addressing any instance of non-compliance with this policy- and implementing strategies to help prevent non-compliance with this policy.</p> <p>Responsible for ensuring suitable resources and support systems to enable compliance with this policy.</p> <p>Drive the consultation process and provide leadership and advice on the continuous improvement of the policy.</p>
All employees, volunteers & students	<p>Responsible for meeting the requirements outlined in this policy.</p> <p>Responsible for raising concerns or complaints in accordance with this policy.</p>


#### 5. Definitions

##### **Safe sleeping environment**

All potential dangers have been removed and the child is sleeping in a safe place.

#### 6. Legislative and Industry Requirements

- Education and Early Childhood Services (Registration and Standards) Act 2011
- Education and Care Services National Regulations (2011 SI 653)

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- National Quality Standard
- Red Nose – Safe Sleeping
- Occupational Health and Safety Act 2004
- Occupational Health and Safety Regulations 2007
- Safety Standards Australia
- Kidsafe Australia

## 7. Monitoring Evaluation and Review

This policy will be reviewed every two years or earlier for reasonable cause or upon the request of the YMCA South Australia Board.

## 8. Version History

Version	Date	Description of changes	Effective Date	Review Date
2.0	19/06/2023	Removed family day care reference. Updated legislative and industry requirements. Updated document name.		
3.0	11/11/2024	Updated to include sleep and rest risk assessment requirement.	11/11/2024	11/11/2026
4.0	26/05/2025	Reviewed. No changes needed.	26/05/2025	May 2027