

# REST TIME POLICY

The United Nations Convention on the Rights of the Child states that “*all children have the right to relax and play*” (My Time, Our Place: Framework for School Age Care in Australia, p. 4). Our Out of School Hours Care (OSHC) Service will cater for the needs of individual children who may require a rest, or even a sleep, after a busy school day.

## NATIONAL QUALITY STANDARD (NQS)

QUALITY AREA 2: CHILDREN’S HEALTH AND SAFETY		
2.1	Health	Each child’s health and physical activity is supported and promoted.
2.1.1	Wellbeing and comfort	Each child’s wellbeing and comfort is provided for, including appropriate opportunities to meet each child’s needs for sleep, rest and relaxation.
2.2	Safety	Each child is protected.
2.2.1	Supervision	At all times, reasonable precautions and adequate supervision ensure children are protected from harm and hazard.

QUALITY AREA 3: PHYSICAL ENVIRONMENT		
3.1	Design	The design of the facilities is appropriate for the operation of a service.
3.1.2	Upkeep	Premises, furniture and equipment are safe, clean and well maintained.

EDUCATION AND CARE SERVICES NATIONAL REGULATIONS	
Section 165	Offence to inadequately supervise children
Section 167	Offence relating to protection of children from harm and hazard
81	Sleep and Rest
82	Tobacco, drug and alcohol-free environment
103	Premises, furniture and equipment to be safe, clean and in good repair
105	Furniture, materials and equipment
110	Ventilation and natural light
115	Premises designed to facilitate supervision
168	Education and care service must have policies and procedures
170	Policies and procedures to be followed

171	Policies and procedures to be available
172	Notification of change to policies or procedures
176	Time to notify certain information to Regulatory Authority

## PURPOSE

The *Education and Care Services National Regulations* requires approved providers to ensure their services have policies and procedures in place for children's sleep and rest. Our Out of School Hours Care Service will ensure that all children have appropriate opportunities to rest and relax in accordance with their individual needs whilst attending the service. Our Service has a duty of care, to ensure we respect and cater for each child's specific needs and provide an environment that takes every reasonable precaution from harm and hazard.

## SCOPE

This policy applies to the Approved Provider, Nominated Supervisor, educators, staff, children, and visitors of the Service.

## IMPLEMENTATION

*'Children have different sleep, rest and relaxation needs. Children of the same age can have different sleep patterns that Nominated Supervisors and Educators need to consider within the Service. As per Standard 2.1 (Element 2.1.1) of the National Quality Standard, each child's comfort must be provided for and there must be appropriate opportunities to meet each child's sleep, rest and relaxation needs.'* (ACECQA)

Our OSHC Service defines 'rest' as a period of inactivity, solitude, calmness or tranquillity, and can include a child being in a state of sleep. Considering the busy and energetic nature of a child's day, we feel that it is important for children to participate in a quiet/rest period after school if required, to rest, relax and recharge their body.

Our OSHC Service will consult with families about their child's individual needs, ensuring they are aware of the different values and parenting beliefs, cultural or opinions associated with rest requirements.

## THE APPROVED PROVIDER OR NOMINATED SUPERVISOR WILL:

- take reasonable steps to ensure that children's needs are being met by giving them the opportunity to rest, having regard to the ages, developmental stages and individual needs of each child
- ensure the area for rest is well ventilated and has natural lighting

- ensure educators provide safe and adequate supervision when children rest their bodies
- provide information to educators and staff about evidence based safe sleep practices as recommended by Red Nose (although school aged children are not considered high risk, these practices should be known by all educators)

### THE APPROVED PROVIDER, NOMINATED SUPERVISOR, EDUCATORS, STAFF MEMBERS, VOLUNTEERS AND STUDENTS WILL:

- have a thorough understanding of the OSHC Service's policy and practices and embed practices to support safe rest into everyday practice
- consult with families about children's rest needs
- ensure children are provided with a high level of safety when resting and every reasonable precaution is taken to protect them from harm and hazard
- maintain adequate supervision and ratios throughout any rest period
- assess each child's circumstances and current health to determine whether higher supervision levels and checks may be required
- communicate with families about their child's rest time and observed requirements
- encourage children to dress appropriately for the room temperature when resting. Lighter clothing is preferable, with children encouraged to remove shoes, jumpers, jackets and bulky clothing.
- monitor the room temperature to ensure maximum comfort for the children
- provide an environment that is free from cigarette or tobacco smoke

### EDUCATORS WILL ENSURE THAT:

- opportunities are presented for rest and relaxation, as well as sleep if required
- consideration is made for each child's rest needs- including the age of the child, medical conditions, individual needs
- a quiet area is provided for children to sleep/rest, away from the main group of children
- the designated rest area may include a cushion, bean bag or comfortable seat in a quiet section of the care environment
- sleeping and resting children are monitored at regular intervals
- faces of sleeping children are uncovered when they are sleeping
- an educator is always within sight and hearing of sleeping and resting children so they can be monitored (breathing patterns, colour of skin) .

**FAMILIES WILL:**

- be informed of our *Rest Policy* and procedure
- be requested to provide educators with updates on their child's individual need for rest (or sleep) routines if applicable.

**CONTINUOUS IMPROVEMENT/REFLECTION**

Our *Rest Policy* will be reviewed on a regular basis in consultation with children, families, staff, educators and management.

**Key terms**

Term	Meaning
ACECQA- Australian Children's Education and Care Quality Authority	The independent national authority that works with all regulatory authorities to administer the National Quality Framework, including the provision of guidance, resources and services to support the sector to improve outcomes for children.
Adequate supervision	Adequate supervision means: <ul style="list-style-type: none"> <li>• that an educator can respond immediately, particularly when a child is distressed or in a hazardous situation;</li> <li>• knowing where children are at all times and monitoring their activities actively and diligently</li> </ul>
Rest	A period of inactivity solitude, calmness or tranquility and can include a child being in a state of sleep.
Relaxation	Relaxation or other activity for bringing about a feeling of calm in your body and mind.
<a href="#">Red Nose</a>	Red Nose is Australia's leading authority on safe sleep and safe pregnancy advice.

**SOURCE**

ACECQA. (n.d.). Safe sleep and rest practices: <https://www.acecqa.gov.au/resources/information-sheets/safe-sleep-and-rest-practices>

Australian Children's Education & Care Quality Authority. (2014).

Australian Government Department of Education (2022). *My Time, Our Place: Framework for School Age Care in Australia*.

Early Childhood Australia Code of Ethics. (2016).

Education and Care Services National Law Act 2010. (Amended 2018).

Education and Care Services National Regulations. (2011)

Guide to the Education and Care Services National Law and the Education and Care Services National Regulations. (2017).

Guide to the National Quality Framework. (2017). (Amended 2020).

Revised National Quality Standard. (2018).

*The NSW Work Health and Safety Act 2011*

The NSW Work Health and Safety Regulation 2011

## REVIEW

POLICY REVIEWED BY	CATHY MORALLEE	OSHC DIRECTOR AND NOMINATED SUPERVISOR	SEPTEMBER 2023
POLICY REVIEWED	FEBRUARY 2023	NEXT REVIEW DATE	FEBRUARY 2024
VERSION NUMBER	V.7.2.23		
MODIFICATIONS	<ul style="list-style-type: none"> <li>• annual policy review</li> <li>• Family section updated</li> <li>• Key Terms section added</li> <li>• Continuous improvement/reflection section added</li> <li>• Hyperlinks checked and repaired if needed</li> </ul>		
POLICY REVIEWED	PREVIOUS MODIFICATIONS		NEXT REVIEW DATE
FEBRUARY 2022	<ul style="list-style-type: none"> <li>• minor edits</li> <li>• sources checked for currency</li> </ul>		FEBRUARY 2023
FEBRUARY 2021	<ul style="list-style-type: none"> <li>• additional points added to ensure adequate supervision</li> <li>• minor editing- punctuation/grammar</li> <li>• sources and information checked for currency</li> <li>• additional sources added</li> </ul>		FEBRUARY 2022
FEBRUARY 2020	<ul style="list-style-type: none"> <li>• Referenced appropriate content to ACECQA</li> <li>• Sources checked for currency</li> </ul>		FEBRUARY 2021
February 2019	<ul style="list-style-type: none"> <li>• Contextualised for OHSC.</li> <li>• Added MTOP reference.</li> <li>• Additional information added to points.</li> <li>• Sources checked for</li> <li>• Sources/references corrected and alphabetised.</li> </ul>		February 2020
February 2018	<ul style="list-style-type: none"> <li>• New policy created to comply with revised NQS</li> </ul>		February 2019