



# Wesley Out of School Hours Care policy

## Sleep and Rest

### 1. Purpose

Wesley Out of School Hours Care (Wesley OOSH) aims to ensure the health, safety and wellbeing of children attending our service and appropriate opportunities are provided to meet each child's need for sleep rest and relaxation in an environment where they feel safe, secure and comfortable.

### 2. Scope

This policy applies to the staff, children, families and visitors of Wesley OOSH as required by the following Regulations and Standards.

#### National Quality Standard

<b>QA2</b>	<b>2.1</b>	Each child's health is promoted
	<b>2.1.1</b>	Each child's wellbeing and comfort is provided for, including appropriate opportunities to meet each child's need for sleep, rest and relaxation
	<b>2.2</b>	Each child is protected
	<b>2.2.1</b>	At all times, reasonable precautions and adequate supervision ensure children are protected from harm and hazard

#### National Law(s) and National Regulations (r)

<b>R81</b>	Sleep and rest
<b>S65</b>	Offence to inadequately supervise children
<b>S167</b>	Offence relating to protection of children from harm and hazards

#### My Time, Our Place

<b>LO3</b>	Children have a strong sense of wellbeing
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### 3. Policy statement

Wesley OOSH will ensure that areas for sleep, rest and relaxation are provided which accommodate a child's developmental needs for a calm, relaxing and restful environment. A risk assessment will be developed which identifies any risks associated with the environment to ensure the environment is safe and risks are minimised.

### 4. Principles

Wesley OOSH aims to provide children needing sleep, rest and relaxation a safe and comfortable environment in accordance with guidelines recognised by the national authority in this area. The physical environment will be set-up to ensure adequate supervision of



children with educators able to visually check the child's sleeping position, breathing and airway ensuring that the child's head remains uncovered.

A risk assessment will be developed to minimise any risk and/or hazards with the environment ensuring children's safety and wellbeing. The risk assessment will take into consideration a number of factors including, but not limited to, the following:

- The number, ages and developmental stages of children
- Staffing arrangements and staff knowledge and training
- Hazards associated with equipment
- The physical environment including lighting, temperature and ventilation
- Cleaning requirements

In the event a child is feeling unwell, Wesley OOSH will refer to the Incident, Illness, Injury and Trauma policy for additional information, and will encourage the child to rest while waiting for collection by a parent/guardian. Parents will be contacted immediately to make arrangements to collect the child as soon as possible if they are unwell.

## **5. Responsibility and policy owner**

The policy owner is the General Manager, Wesley Health, Conferences and Education. The owner is responsible for implementing the policy and achieving the desired outcomes. Wesley OOSH staff shall adhere to this policy.

## **6. Consultation & Approval**

This policy has been developed in consultation with key stakeholders including families and the community, the Head of Wesley OOSH, Area Manager/s, Wesley OOSH, Centre Coordinators, Wesley OOSH and the Quality, Risk and Compliance Coordinator, Wesley OOSH.

This policy has been approved by General Manager, Wesley Health, Conferences and Education.