



Sleep Policy

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Description: This policy outlines the Prep School's approach to pupil sleep and rest during the school day.

OUR SCHOOL AIMS

- ❖ *To be a safe and trusted foundation for our pupils to achieve their individual academic, social and creative potential.*
- ❖ *To cultivate the skills, knowledge, self-awareness and academic credentials our pupils will need to confidently meet the challenges of our rapidly changing world.*
- ❖ *To instil and nurture a strong sense of social responsibility, integrity and environmental awareness so our pupils positively contribute to a sustainable and just society.*
- ❖ *To guide each pupil in the discovery, delight and development of their individual gifts, talents and character.*
- ❖ *To create and sustain an inclusive and contemporary school culture, where diversity, difference and individuality are recognised and celebrated.*
- ❖ *To prioritise physical and emotional wellbeing across every facet of our school community.*

1.0 SLEEP POLICY

- 1.1 We aim to ensure that all children that require a rest or sleep during the day can do so in a safe environment.
- 1.2 We aim to respect a child's natural sleeping rhythms and will provide keyperson support to aid a comfortable sleep.

2.0 KEYPERSON AND PARENT PARTNERSHIP

- 2.1 We recognise and respect parents' knowledge of their child and will work together to ensure each child's individual sleep routines are met.
- 2.2 Upon enrolment you will be asked about your child's sleeping routine, which will be reviewed and updated at timely intervals.
- 2.3 You will be notified of your child's daily sleep times via FAMILY and your keyperson will discuss any changes in sleep routines sharing observations and information about your child's sleep needs.



2.4 We aim to ensure that all children have enough sleep to support their development providing an environment that encourages rest. Staff will be attentive to the children needs, providing reassurance and comfort where needed.

2.5 Staff will not force a child to sleep or keep them awake against his or her will.

3.0 CHILD SLEEP SAFETY AND WELFARE (UNDER 2'S)

3.1 The safety of babies' sleeping is paramount. Our policy follows the advice provided by The Cot Death Society and Lullaby Trust to minimise the risk of Sudden Infant Death. We make sure that:

- We follow all cot death prevention/safety guidelines and advise parents of this information. Babies under six months are always laid to sleep on their back, with their feet touching the foot of the cot.
- If a baby can roll and move independently, and does so during their sleep, monitor their sleep position and leave to sleep.
- Sheets, cellular or thin blankets will come no higher than the baby's shoulders and should be tucked in so they cannot slip over the baby's head.
- Children's individual sleeping bags may be used in consultation with parents. These are washed at least weekly and when necessary if soiled.
- Babies/toddlers are never put down to sleep with a bottle to self-feed, instead enjoying keyperson one to one interaction whereupon younger babies are fed and older children are supervised.
- Babies/toddlers are monitored visually when sleeping. Checks are recorded every 5 minutes for the first 20 minutes and every 10 minutes thereafter until waking. Lingfield College Nursery provide sleep bassinets for children in the Cocoon. The children are not left unattended, and staff accompany sleeping babies ensuring they are always both within hearing and sight.
- As good practice we monitor babies under six months or a new baby sleeping during the first few weeks every five minutes until we are familiar with the child and their sleeping routines. When monitoring, the staff member looks for the rise and fall of the chest and if the sleep position has changed.
- All sleep checks are recorded and sleeping times are shared with the parents through our FAMILY app.
- If a baby has an unusual sleeping routine or a position that we do not use in the nursery i.e. babies sleeping on their tummies, we will explain our policy to the parents. If parent's have been medically advised to adopt a different sleep position, we will request that a disclaimer form is completed and signed.
- Children transitioning will be encouraged to sleep on sleep mats similar to those that the older children use. This is to familiarise your child with the routines adopted in Caterpillars.

3.2 Sleep safe routines are adopted, this includes the removal of neck beads, amber beads, bracelets, hair bobbles and clips and children's dribble bibs. Clothing is removed to ensure children can maintain an appropriate body temperature, this including the removal of shoes, socks, jumpers and heavy trousers, skirts or dresses.



4.0 CHILD SLEEP SAFETY AND WELFARE (OVER 2'S)

- 4.1 Children wishing to sleep in Caterpillars and Butterflies can do so after lunch.
- 4.2 Children sleep on sleep mats in Caterpillars.
- 4.3 All sleep checks are recorded and sleeping times are shared with the parents through our FAMILY app.
- 4.4 Children are encouraged to rest independently, for those that require comfort, keyperson support is given.
- 4.5 We work collaboratively with the child's parents to ensure children's routine needs are met and any changes to sleep routines are applied.
- 4.6 When a child shows signs that a midday sleep is no longer required, we will aid transition discussing with the parents a shared approach. We suggest that the child rests for a period of 15 minutes. If within this time the child remains awake, they are encouraged to play. If this continues for a period of two weeks, the child is no longer required to rest. This is in line with the child's age\stage of development and parent discussion.
- 4.7 Sleep safe routines are adopted, this includes the removal of neck beads, amber beads, bracelets, hair bobbles and clips and children's dribble bibs. Clothing is removed to ensure children can maintain an appropriate body temperature, this including the removal of shoes, socks, jumpers and heavy trousers, skirts or dresses.

5.0 ENVIRONMENT

We provide a safe sleeping environment by:

- Monitoring the room temperature
- Using clean, light bedding/blankets and ensuring babies are appropriately dressed for sleep to avoid overheating
- Only using safety-approved cots or other suitable sleeping equipment (i.e. pods or mats) that are compliant with British Standard regulations, and mattress covers are used in conjunction with a clean fitted sheet
- Having a no smoking policy.

6.0 HEALTH AND HYGIENE

- 6.1 Each baby and child has their own Lingfield College bedding which is washed weekly or daily if required ensuring every child is provided with clean bedding.
- 6.2 We consider allergies and ensure the washing powder meets guidelines for use with babies.
- 6.3 Cot mattresses meet safety standards and are regularly disinfected.
- 6.4 Older children's mats are wiped after use using antibacterial disinfectant.
- 6.5 Children under two years are not to be given pillows, cot bumpers or any soft furnishings in order to prevent risk of suffocation, older children may use a cushion or pillow if they are more comfortable doing so.
- 6.6 Only sheets and blankets that are of good condition will be used, any loose threads will be removed.
- 6.7 Cots are checked before use to ensure no items are within reach i.e. hanging over or beside the cot (e.g. fly nets, cables, cord blinds, blind cords, drawstring bags)
- 6.8 We will transfer any baby or child who falls asleep elsewhere or when being nursed by a practitioner to a safe sleeping surface to complete their rest.



7.0 COMFORTER AND DUMMIES

7.1 At Lingfield College we recognise that a dummy can be a source of comfort for a child who is settling and/or upset, and that it may often form part of a child's sleep routine.

7.2 Our nursery will:

- Discuss the use of dummies with parents as part of babies' individual care plans
- Only allow dummies for comfort if a child is upset (for example, if they are new to the setting or going through a transition) and/or as part of their sleep routine
- Store dummies in individual hygienic dummy boxes labelled with the child's name to prevent cross-contamination with other children
- Immediately clean or sterilise any dummy or bottle that falls on the floor or is picked up by another child.
- Dummies will be disposed of if they become damaged and/or when they are required to be disposed of.
- Comforters including teddies and blankets will be kept safe and provided at sleep times, or if the child becomes unsettled.

7.3 We recognise that the overuse of dummies may affect a child's language development as it restricts the mouth movements needed for speech. We will offer support and advice to parents wishing to discourage dummy use.

7.4 When discouraging the dummy staff will:

- Make each child aware of a designated place where the dummy is stored
- Comfort the child and, if age/stage appropriate, explain in a sensitive and appropriate manner why they do not need their dummy
- Distract the child with other activities and ensure they are settled before leaving them to play
- Offer other methods of comfort such as a toy, teddy or blanket
- Explain to the child they can have their dummy when they go home or at sleep time.

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Next review due September 2026