

## Safe Sleep Policy



حضانة ليتل هيفن  
LITTLE HAVEN NURSERY  
ننشئة العقول الصاعدة NURTURING YOUNG MINDS

### Purpose

This policy sets out a clear framework for the preparation, monitoring and maintenance of a safe sleep environment for infants and young children.

### Definitions

<b>Child</b>	A person under the age of 4 years, as per Federal Decree Law No (51) of 2022 Regulating Nurseries.
<b>Early Education Institutions (EEl)s</b>	All ADEK-licensed institutions that offer early years' services (E.g. nurseries).
<b>Infant</b>	Child between 0 – 12 months of age
<b>Key Person</b>	A key staff member who is the primary contact for a key group of children and helps them feel safe and cared for.
<b>Rota</b>	Schedule illustrating the rotation of staff while monitoring a space in the EEI
<b>Safe Sleep</b>	Practices aimed to reduce the risk of sudden infant death syndrome (SIDS) and other risks related to sleep. A practice that aims to protect the health and safety of a child while in a crib/cot, bed or any other sleeping arrangements in the EEI.
<b>Sleep Log</b>	A log to record children's sleeping and waking time whilst at the EEI.
<b>Sleep Room or Sleeping Area</b>	A room/space where children, toddlers and babies are taken for their naps during the day.
<b>Sudden Infant Death Syndrome (SIDS) or Sudden Unexpected Death in Infancy (SUDI)</b>	SIDS, also known as SUDI or "Crib Death" is the sudden death of an infant or young child which is unexpected by history and in which a thorough postmortem examination fails to demonstrate an adequate cause for death.
<b>Toddler(s)</b>	Children between 1 and 3 years of age.
<b>White Noise</b>	Refers to a noise that contains all frequencies across the spectrum of audible sound in equal measure.

## **Policy Statement**

Little Haven Nursery has developed and implements a Safe Sleep Policy. This policy outlines all processes, procedures and guidelines to be followed regarding:

1. The physical sleep environment
2. Sleep supervision and record-keeping
3. Crib and bed safety
4. Emergencies
5. Staff training
6. Parent communication

### **1. Physical Sleep Environment**

Little Haven nursery will gather information from parents on each child's sleeping habits.

#### **1.1 Suitable Space**

- a) Little Haven Nursery prepares and maintains its sleep environment as per approved and recommended guidelines on safety, ventilation, temperature, lighting and noise level.
- b) Little Haven Nursery ensures that the sleep environment is appropriate for the number of children who will be using the space and their ages.
- c) Little Haven Nursery ensures that all infants (under the age of 12 months) sleep in the same area/room where they spend their day.
- d) Little Haven Nursery provides a well-organised sleeping room for children 12 months and above, either separate, or as a space within their key group/area.

#### **1.2 Ventilation**

Little Haven Nursery ensures that the sleeping area/space is well ventilated and adequately always aired.

#### **1.3 Temperature**

We shall maintain the sleep environment temperature of 21 – 23 degrees Celsius and staff regularly check for signs that children sleeping are comfortable.

#### **1.4 Lighting**

The sleeping area/space must always be visible, without any obstructions. It must be sufficiently lit to allow for comfortable sleep, whilst maintaining visibility for supervision.

#### **1.5 Noise Level**

The sleeping area/space must be away from the usual noise level of the early education environment. Soft music or white noise can be played whilst children sleep.

## **1.6 Cribs/Stackable Beds/Mats**

Little Haven Nursery provides an adequate number of cribs, stackable beds or sleep mats for children scheduled to sleep. Sleeping will never take place in play areas, shared areas or outdoors.

## **2.Supervision and Record Keeping**

Little Haven Nursery does not use devices such as CCTV, baby monitors and viewing windows as a supervision replacement for staff's physical presence in the sleeping area/space.

### **2.1 Staff Supervision**

There must always be one member of staff present with the children whilst they are sleeping. They must monitor the children, regularly checking them (every 10 minutes for infants), looking for rise and fall of their chest and for infants of their sleep position has changed. They must monitor the room temperature and maintain any records.

### **2.2 Record Keeping**

Staff must record the time that the children go to sleep and the time that they wake-up. This can be recorded on the Parent Application. Infants sleeping times must be recorded, as well as each time that they are checked. This is to be recorded on the sleep monitoring checklist.

## **3.Crib/Bed Safety and Hygiene**

Little Haven Nursery ensures the following when positioning cribs and beds:

### **3.1 Crib/Bed Positioning**

- a) Cribs/beds are not positioned below a window or adjacent to an air conditioner, or heater.
- b) Cribs/beds are positioned at a minimum 50 cm apart from one another to allow space for movement of an adult around and in between to cribs/beds.
- c) Cribs are not elevated and no pillows are to be used for children 0-2 years of age.
- d) Cribs are not placed adjacent to a door, curtain, or anything that may help children climb out or pull on (E.g. cords or curtains/blinds).
- e) No items must hang from the cribs, or the ceiling above.

### **3.2 Crib/Bed Hygiene**

- a) Parents are requested to provide bedding. This is sent home at the end of each week for washing at a minimum and more frequently if required.
- b) Mattresses are aired daily and crib sides sanitized and wiped down weekly. Beds are also sanitized and wiped down weekly.

### **3.3 Crib/Bed Suitability**

Little Haven Nursery ensures that the cribs/beds used are well maintained and are fit for their purpose.

- a) Crib barriers are of a sufficient height to prevent children from falling out.
- b) Stackable beds and cribs are assembled following the manufacturer guidelines.
- c) Makeshift cribs are never used.
- d) Each crib has a well-fitting firm and a safety mattress of the correct size.
- e) Mattresses are kept clean, well-aired and dry.
- f) Mattresses are protected with waterproof, easy-to-clean and disinfect covers.
- g) There are no gaps between the mattresses and the sides of the crib/bed.
- h) Bars on the cribs are no more than 6 cm apart for round bars and 7.5 cm apart for flat bars.

### 3.4 Unsafe Practices and Accessories

- a) Sleeping children must not wear bibs and necklaces and pacifiers must not have any string, cord, clips or decorations attached.
- b) No soft, loose or fluffy objects, such as bedding, toys, bumpers, pillows, duvets, or quilts should be placed in cribs or rest areas for children up to 12 months of age.
- c) No cords or strings of any kind should be in or near the cribs.
- d) All cribs/beds must be used in the intended manner.
- e) Cribs must be checked to ensure that the sides are up and secured in place.
- f) Baby monitors must never be placed in the cribs.
- g) Children above 2 years of age must not be placed in cribs.
- h) Only stackable beds or mattresses must be used for Toddlers/children.

### 3.5 Prohibited Equipment

Baby bouncers, rockers, car seats and strollers are prohibited for sleeping, as these pose a high risk for SIDS.

### 3.6 Back to Sleep and Safety

- a) Babies under the age of 12 months are always placed on their back to sleep. The exception to this is that parents provide a signed permission or Doctors letter stating otherwise due to medical reasons.
- b) Once babies are easily able to turn from their backs to their stomachs, they can adopt whatever sleep position they prefer.
- c) No loose bedding should be used with infants, only a fitted sheet.
- d) Infants must be dressed appropriately for the room temperature, using layers that can be added or removed.
- e) Babies will not be left with bottles or to self-feed.

#### **4. Dealing With Emergencies**

Primarily the Nurse or BLS trained staff administer first aid if an infant or child is found injured, hurt, unresponsive and/or not breathing.

The paramedics must be called immediately in the case of a child or infant who is found unresponsive and/or not breathing.

#### **5. Staff Training**

All staff will be trained on the Safe Sleep Policy and what to do in case of an emergency. Guidance is also included in the staff handbook as part of the staff induction.

All staff receive Pediatric First Aid training from a certified training provider and 10% of staff hold Basic Life Support Certification.

There are posters within the baby sleep area that act as a visual reminder for Safe Sleep practices.

#### **6. Parent Communication**

Little Haven Nursery will communicate this safe sleep policy to parents as part of the enrollment process and details are included in the parent welcome pack.

We involve parents in decisions and allow them to communicate the sleeping needs of their child. Parents' wishes will be followed, providing that they do not jeopardise the child's health and safety.

If required, parents will be provided with educational materials and resources guiding them on safe sleep practices.

#### **References**

- ADEK EEI Emergency Management Policy
- ADEK EEI Incident Management Policy
- ADEK EEI Engagement and Communication Policy
- ADEK EEI Physical Environment Policy
- ADEK EEI Supervision Policy

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