

Ko Taku Reo Preschool:

Supervision of Sleeping Children Procedure

The following procedure should be used for children requiring a sleep:

- For children who sleep regularly; the child will be provided a bed in the sleep room. The beds available are low, child sized and covered in a non-porous material.
- Beds will be laid out such that adults can access at least one side lengthwise
- There is sufficient air movement around each child
- Children can sit or stand safely upon waking.
- For children who require a rest or sleep as needed; we will cover the sofa with a non-porous cover.
- Each child will be provided bedding, consisting of a sheet and blanket. Bedding is kept on the child's bed or in individually named bags and stored in a cupboard in the sleep room. All bedding will be laundered at the end of each week.
- Children will not have access to any food or liquids while in bed.
- The children will be physically checked every 10 minutes. The physical check time may be reduced depending on the circumstances, for example if the child is sick. This check will be recorded on the Storypark app.
- Sleep records will be kept in Storypark indefinitely.

Associated procedures:

- "Child illness" procedure

Reviewed	May 2026
Review partners	Lead Teacher, Staff, Parents
Next review date	May 2029
Signed:	
Preschool Lead	Susan Swolfs