

Nurseries Policies

Sussex House Nursery and Wendy House Nursery

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Associate Policies:

Intimate Care Policy

Health and Safety Procedures

All parent or carers will be given an 'All About Me' booklet when their children commences at the nursery. Part of the introduction to nursery is to gain knowledge of your child's individual routine and their sleep and rest time periods.

Staff will discuss the individual needs and requirements of each child to ensure their rest routine where possible mirrors that of home-life.

As a nursery each room will have the following guidance.

Safe Sleeping Guidance:

- The nursery has a 'Sleep Chart' document and children are monitored every 10/15 minutes during their sleep time. This is signed by the member of staff at each interval.
- A member of staff is present at all times when children are sleeping / resting.
- All children's mouths are checked before going to sleep.
- All play rooms are well ventilated, with room's temperatures of 16-22c (recommended guidelines), however this may be higher during the summer months, where fans will be used to try to regulate temperature. There are thermometers in playrooms to ensure temperatures are monitored and this information will be used to report temperature concerns to BSUH Health and Safety team.
- Babies sleep in cots, chairs or sleep mats discussed with the parent or carer and of their wishes.
- Babies are placed to sleep in the cot on their back with their feet towards the bottom of the cot, unless specifically request by parent or carer of a different position documented on commencement of the nursery.
- Light bedcovers may be used if appropriate and are firmly tucked in and no higher than the baby's shoulders, thus preventing them wriggling under the cover.
- Cots are not placed by radiator or window.
- The gaps between the bars of the cots are less than 6.5cm (SIDS guidance). Bumpers are also placed on the cots.
- Mattresses are regularly checked for any signs of damage. Mattresses are regularly turned and aired.
- After each sleep the bedding is changed.

Safe Sleeping Checks: Whilst Sleeping

- Staff will check the sleeping children to ensure they are sleeping in a safe position and not tangled in a sheet/blanket.
- The child's breathing will be checked by placing a gentle hand on the child's chest or putting the back of their hand near the child's mouth to feel for breath.
- Staff will ensure they are not hot or cold

Settling Sleepers:

- The child's sleeping routine is discussed with the parent/carers and recorded within their personal sleep routine i.e. length of sleep, position of sleep.
- Comforters, muslins, dummies, soft toy where required should be provided from home and these will be stored with your child's personal belongings.
- If a child has a dummy and this should fall from their mouth during their sleep the member of staff will not put it back into the mouth unless the child wakes.
- A child will be settled by a member of staff unless parent/carer requests they settle themselves in a cot.
- Staff will sit with a child and pat/stroke their stomach or back or stroke side of face as requested by parent/carer.
- Staffs attend annual safeguarding training and appropriate methods or comfort is regularly reviewed.
- If a child settles themselves' than a member of staff will sit close to the child.
- Where appropriate soothing music may be played.
- **The nursery will not allow a child to consume milk from a bottle in a cot or mat bed as a soother for settling to sleep.**
- As part of the transition from baby room to toddler room the child will begin to sleep of a mat bed approx 11mths onwards.

Rest Time:

- During the period of 12.30pm-2.30pm the nursery has a 'quiet time'. This allows children to have a rest time or engage in activities which require less physical input after their midday meal. Staff will provide circle time groups, literacy activities such as story time, story cds, and puppet/role play time. Small group time games like lotto, memory games.
- All the play rooms have a 'cosy corner' area for children to have periods or rest when they require.
- Most children by the age of the preschool room (3-5yrs) tend not to have an afternoon sleep, however if your child requires a sleep then staff will arrange for the child to either sleep in their own play room or join the 'sleepers' in the toddler room.

Reviewed 28th November 2019

Mrs Tracey Gregory, Childcare Services Manager

Mrs Lorraine Brunton, Wendy House Nursery Manager, Princess Royal Hospital

Written 13th April 2017

Mrs Tracey Gregory, Brighton & Sussex University Hospitals Childcare Services Manager