



REST AND SLEEP PROCEDURES

Procedures:

- Beds will be made available to children who are requiring a sleep
- At admission parents will be asked to identify if their child requires a sleep
- Beds will be made available in the office area with door open and divider if necessary to separate the area from other children and activities
- The 'float' teacher or special education worker will check on sleeping children every 10 minutes and record this on the appropriate form
- When completed these forms will be kept in the filing cabinet
- Linen will be hygienically stored and washed by the Head Teacher and beds sprayed when used.

Date of Adoption: December 2007

Reviewed and Approved: December 2009

Next Review: December 2011