

SECTION 5 GENERAL POLICIES

5.6 Cots and Beds (SIDS) Policy

Aim:

1. To ensure a safe, clean and hygienic sleep environment for all children.
2. To reduce the risk of injury and cross infection through the provision of personal linen and safe practices.
3. To ensure all possible precautions are taken to reduce the risk of SIDS.
4. To inform staff and families that SIDS occurs from an unpredictable situation, and that there is no known cause however the Centre will take all necessary precautions to reduce the risk.

Process:

1. Children sleep in cots, hammocks or stretcher beds.
2. Staff must follow procedures to reduce the risk of injury and cross infection.

Cot/ Hammock Linen Procedure

1. Each cot is to be made with a sheet and blanket in cooler weather (thermal or fleece).
2. Sheets and blankets are to be changed when a different child sleeps in the cot.
3. Clean sheets and blankets are stored on a shelf in the Waddler sleep room, and in a cupboard in the Babies Room.
4. Sheets in use may be left in cots labeled with the child's name or stored in a named pillow case between uses.
5. All sheets and pillow cases are to be washed on the last day the child is in for the week.

Stretcher Bed Linen Procedure

1. Each bed is to be made with a sheet and blanket in cooler weather (thermal or fleece).
2. All beds are to be sprayed with sanitizer daily after use.
3. Sheets in use are to be stored in a pillow case with the child's name written on masking tape. Pillow cases to be stored on hooks in the Toddler store room.
4. All sheets and pillow cases are to be washed on the last day the child is in for the week.
**Remove masking tape from pillow cases prior to washing
5. Clean sheets and blankets are stored on a shelf in the Toddler store room, and in a cupboard in the Babies Room.

Cleaning and Maintenance Procedure

1. Cots should be disinfected weekly.
2. If cots are shared during the week they should be disinfected between use.
3. Staff must report damages/faults of cots and beds to the Director ASAP.

Cot making Procedure

1. Each cot is to be made with a top sheet, bottom sheet and blanket (thermal or fleece).
2. Staff must ensure that sheets are fitted correctly.
3. Staff must ensure the top sheet and blanket is folded down no higher than the child's armpits.

Hammocks

1. Staff must secure hammocks are secure as per the manufacturer's instructions.
2. Staff must change linen per child
3. Regular safety checks must be carried out by staff.

SIDS

The Centre will follow the childcare practices suggested by SIDS and Kids to create a safe sleeping environment for infants in their care. Recommended safe sleeping practices:

- Centre staff will discuss safe sleeping practices with parents and allow opportunity for parents to discuss their child's sleeping habits and preferences. This needs to be reassessed as children's sleep patterns and requirements change.
- Babies, wherever they sleep, will be placed on their back to sleep, unless otherwise directed by a medical practitioner.
- Babies will be placed at the bottom of the cot to prevent them from wriggling down under bedclothes.
- All sleeping children are checked at frequent intervals.
- No quilts or doonas will be used. Light bedding, such as thermal and fleece blankets, will be firmly tucked in to prevent them covering the baby's head during sleep. Sleeping bags are a good alternative for bedding.
- Cots will have a firm, clean, well fitting mattress.
- Use of pillows, soft toys, thick sheepskins and cot bumpers will be carefully monitored by staff.
- If infants are wrapped, it will be from below the neck, to allow for head movement from side to side.
- The room temperature will be monitored to ensure that children do not get too hot.
- All staff are first aiders and have training to perform CPR on infants.

In the event of a SIDS emergency, this procedure must be followed:

- Commence CPR
- Call the ambulance
- Call parent/guardian
- Call the police, but do not touch the scene
- Request the ambulance stay until the parent arrives
- Assist with the autopsy, provide counseling, support for parents, support for families and children.

Regular updated information on SIDS and Kids Safe Sleeping will be sent to the Centre as it becomes available. This information will be available to staff and parents of children attending the centre, either through brochures or through presentations as requested.

SOURCE: SIDS and Kids Association
SIDS/NACCHO Indigenous Specific Literature
Safe Sleeping Practices for Childcare Centres

Date of Implementation: September 2013

Date of Last Review: February 2017

Date of Next Review: February 2020

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Cot / Bed Linen Procedure

- Each cot or bed is to be made with a top sheet and bottom sheet and blanket (thermal or fleece) where necessary.
- Sheets and blankets are to be changed when a different child sleeps in the cot or on the bed.
- All sheets are to be washed once a week, and as required between different children.

Cleaning Procedure

- Cots and beds should be disinfected weekly.
- If cots and beds are shared during the week they should be disinfected between use. Cots and mattresses should be sprayed with sanitizer and paper towel.
- Staff must report damages/faults of cots and beds on blue hazard forms.



Cot making Procedure

- Each cot is to be made with a top sheet, bottom sheet and blanket (thermal or fleece).
- Staff must ensure that sheets are fitted correctly
- Staff must ensure the top sheet and blanket is folded down no higher than the child's armpits.

