



Greenholm Primary School Official Policy

Name of Policy: Greenholm Sleep and Rest Policy – EYFS

Date Reviewed: September 2026



Purpose

We recognise that sleep and rest are essential to children's health, wellbeing, growth and learning. This policy sets out how we meet the sleep and rest needs of children in our Reception classes, how we keep them safe when they rest or sleep, and how we work with parents and carers.

Scope

This policy applies to all children in our Reception classes, and to all staff, including support staff, cover staff, students and volunteers working with them. It does not cover pupils in Key Stage 1 or above. Where a child has an individual healthcare plan or an EHCP specifying different sleep or rest arrangements, that plan takes precedence over this policy.

Legal and statutory framework

- *Statutory Framework for the Early Years Foundation Stage* — the safeguarding and welfare requirements.
- *Keeping Children Safe in Education*.
- *Working Together to Safeguard Children*.
- The school's Safeguarding and Child Protection Policy, Supporting Pupils with Medical Conditions Policy, First Aid and Illness procedures, and Behaviour Policy — this policy is read alongside those.

Key principles

- Every child's sleep and rest needs are individual and change as they grow. Sleep is never forced and never withheld.
- A child who is resting or sleeping is never left unsupervised.
- Safe sleeping practice is a safeguarding matter. Our Reception children are older than the babies and toddlers most safer sleep guidance is written for, but we apply the same principles: a clear sleep surface, correct positioning, a safe temperature, and active supervision.
- Parents and carers are the experts on their own child's sleep, and we consult them on routines, comforters and settling.
- A tired or unwell child is responded to promptly and never left to "cry it out".
- Rest is not framed as a sanction or a reward, and no child is made to feel embarrassed for needing it.



Rest and sleep arrangements

- Children who need to rest are offered a quiet, supervised space with low-stimulation activity — books, soft toys, quiet play.
- Children are not made to sleep and not kept awake. A child who cannot sleep is not required to lie still for a long period.
- Where a child falls asleep, they are positioned safely, kept on a clear surface away from anything that could cause entrapment, suffocation or overheating, and checked at least every 10 minutes.
- Checks confirm the child's face and airway are clear, that they are breathing normally, that they are a comfortable temperature, and that they are not in a position they could slip into.
- Sleep mats, cushions and blankets where used comply with current safety standards, are checked for damage, and are cleaned and laundered between uses and if soiled.
- Sleep spaces are kept at a comfortable temperature, shaded and ventilated, and hazard-checked before use. Children are not left to sleep in direct sunlight or over-wrapped. In warm weather, sleep areas are kept cool; in cold weather, children are dressed appropriately rather than heavily wrapped.
- Children are not left to sleep in car seats, buggies or bouncers. If a child falls asleep in one, they are moved to a safe rest surface and monitored.
- Sleep pods, nests, crib wedges and similar products are not used.
- A child who is unwell, drowsy, or has a condition affecting breathing or consciousness is monitored more frequently and their parents and carers contacted where needed.

Supervision

- Staff do not leave a room in which a child is sleeping, and staff in the rest room are not given duties that would distract them from supervising the children.
- A member of staff holding a current paediatric first aid qualification is on the premises and available at all times when EYFS children are present.
- Staff do not administer medication to help a child sleep.
- Where a child cannot be roused, or shows any sign of a medical emergency, first aid is given and emergency services are called without delay, and parents and carers are contacted as soon as practicable.



What to do in specific situations

A child falls asleep unexpectedly. Staff do not wake them abruptly. The child is positioned safely, supervised, and checked at the interval above. The EYFS lead is informed, this is recorded, and parents and carers are told at the end of the day.

A child with a medical device or condition. An individual healthcare plan is agreed with parents and carers and, where relevant, health professionals, and staff working with that child are briefed.

Recording and communication

- If a child falls asleep, parents are informed via ClassDojo or face to face at the end of the day.
- We ask parents and carers to tell us about their child's sleep at home where it might affect their day, and about anything that changes it — illness, medication, a new bedtime routine, a change in the family.
- Where tiredness is persistent, the EYFS lead contacts parents and carers to discuss it and records the conversation and agreed actions.
- Records are shared with relevant staff on a need-to-know basis, in line with the Data Protection Policy.

Tiredness as a safeguarding indicator

Persistent and unexplained tiredness in a young child can be a sign of neglect, an unsuitable home environment, or a child experiencing abuse. Staff do not attempt to establish the cause themselves. Where tiredness is persistent, unexplained, or accompanied by any other welfare concern — hunger, poor hygiene, unexplained marks, changes in presentation, reluctance to go home — a concern is logged on CPOMs and passed to the Designated Safeguarding Lead in line with the school's Safeguarding and Child Protection Policy and Keeping Children Safe in Education.

Where the school's concern threshold is met, a referral is made to CASS, children's social care, and the school's usual escalation and record-keeping procedures apply.



Staff training

- All EYFS staff receive training on this policy and on the setting's safer sleep practice, as part of induction and through the school's annual training cycle.
- Paediatric first aid is held by staff as required by the EYFS framework.
- Staff receive safeguarding training covering welfare indicators, including persistent tiredness.

Monitoring, review and breach

- The EYFS lead monitors rest and sleep records each term, and reports patterns and any incidents to the senior leadership team, and to the governing body where relevant.
- This policy is reviewed annually, and sooner if EYFS or safeguarding guidance changes or an incident requires it.
- Failure to follow this policy is addressed in line with the school's staff disciplinary procedures.

Responsible Person: James Bird/ Sarah Roberts/ Bethany Lea-Redmond