

Early Learning

Relaxation and Sleep Policy

1. Policy Statement

All decisions made by educators and Uniting Victoria & Tasmania are guided by a commitment to children’s safety, rights, and best interests.

2. Principles

- Our approach to supporting and promoting children’s health and physical activity, including safe sleep and nutrition, is informed by current recognised guidelines and the Australian Competition and Consumer Commission (ACCC)
- Our service’s safe sleep and rest procedures and practice follow Red Nose Australia guidelines, the recognised national authority in this area
- Effective sleep and rest strategies are important factors in ensuring each child feels secure and is safe at our service
- Educators, staff and management have a shared duty of care to ensure all children are provided with a high level of safety when sleeping and resting, including adequate lighting to enable effective supervision by staff and ventilation for children, and every reasonable precaution is taken to protect them from harm and hazard
- Children sleeping and resting will always be adequately supervised so that educators can supervise children’s safety and wellbeing. Educators will be able to visually check the child’s sleeping position, breathing and the colour of the child’s lips and skin, body temperature, head position, airway and the child’s head and face, ensuring they remain uncovered
- Child safety is our first priority. Educators can confidently refer to the service’s Sleep and rest for children policy and procedures if families make requests that are contrary to the safety of the child
- Opportunities will be provided to meet each child’s sleep, rest and relaxation needs and ensure children feel secure and safe
- Physical spaces are designed to support supervision, with consideration given to how educators may position themselves within the physical space
- We will consult with families about their child’s routine for sleep and rest at home and carry this out at the service where possible and safe to do so, in line with the prevailing safe sleep practices recommended by Red Nose Australia.

3. Executive Summary

Our *Relaxation and Sleep Policy* provides our educators, management, coordinators, other staff, families and the community with the information they need to support children’s needs for sleep and rest are met while attending the service.

Sleep/rest and relaxation needs of children should always be considered, having regard to the age of children, developmental stages, and daily rest requirements. Parents should be consulted in relation to appropriate relaxation and sleep practices for their child; parents in turn are responsible for informing the service about any specific sleep/rest requirements for their child/ren. A holistic and planned approach should be taken so that a range of active and restful experiences are offered to all children daily.

Document Name: <i>Early Learning – Relaxation & Sleep Policy</i>	Policy Area: <i>Consumer Service Delivery (Early Learning)</i>	
Document Number: <i>UP-EL-022</i>	Classification: <i>Internal/External</i>	
Version Number: <i>7.0</i>	Document Owner: <i>Executive Director, Early Learning</i>	
Publication date: <i>24/02/2026</i>	Endorsed by: <i>Executive Director, Early Learning</i>	
CMS embedded: <i>n/a</i>	<i>Printed copies of this document are considered uncontrolled.</i>	Page 1 of 12

Sleep practices must comply with the ACCC mandatory standards and Red Nose Australia guidelines. Children’s safety will be the first priority.

4. Current Environmental Context

The *Education and Care Services National Regulations* requires approved providers to have policies and procedures in place for managing sleep and rest for children (regulation 168) and take reasonable steps to ensure those policies and procedures are followed (regulation 170).

In line with the requirements of regulation 84A, approved providers must take reasonable steps to ensure that the needs for sleep and rest of children being educated and cared for by the service are met, and have regard for a child’s age, capabilities and developmental or individual needs. Approved providers must ensure a risk assessment is prepared in relation to sleep and rest. Risk assessments must identify and assess risks in relation to sleep and rest and specify how the identified risks will be managed and minimized. Separate risk assessments are required when services have children of different ages between 0-5 years. The risk assessments must also identify the individual needs of the children.

To ensure the safety of children during sleep and rest, all early learning services and each FDC educator must conduct a sleep and rest risk assessment at least once every 12 months, and as soon as practicable after becoming aware of any circumstance that may affect the safety, health and wellbeing of children during sleep and rest. The approved provider must make any necessary updates to the sleep and rest policies and procedures as soon as practicable after conducting the sleep and rest risk assessment and keep a record of each sleep and rest risk assessment conducted.

Regulation 84D requires approved providers, nominated supervisors and family day care educators to ensure that bassinets are not on the education and care service premises at any time that children are being educated and cared for by the service. **All bassinets are covered by this prohibition.**

There is no definition of a bassinet under the National Quality Framework (NQF). The common design and characteristics of a bassinet may include, but are not limited to:

- Size- smaller than a regular cot
- Shape- may be basket-like, oval or shaped like a regular cot
- Structure- may have handles, foldable or fixed legs or casters or ability to glide/rock
- Portability- easy to carry or move and may be attached on a frame or a pram
- Purpose- specifically intended for infants under 4-6 months old (before they show signs of rolling) and may be a stand-alone item, or an accessory (for example as a fitting on a pram).

Many terms can be used to describe bassinets. This may include, but is not limited to:

- Moses basket
- Co-sleeper
- Bassinette
- Cradle
- Bedside sleeper
- Carry cot
- Bassinet fitting (on a pram)
- Portable bassinet.

Document Name: <i>Early Learning – Relaxation & Sleep Policy</i>	Policy Area: <i>Consumer Service Delivery (Early Learning)</i>	
Document Number: <i>UP-EL-022</i>	Classification: <i>Internal/External</i>	
Version Number: <i>7.0</i>	Document Owner: <i>Executive Director, Early Learning</i>	
Publication date: <i>24/02/2026</i>	Endorsed by: <i>Executive Director, Early Learning</i>	
CMS embedded: <i>n/a</i>	<i>Printed copies of this document are considered uncontrolled.</i>	Page 2 of 12

The following are examples of what a bassinet may look like:



Employers have a responsibility under the *Occupational Health and Safety Act 2004* to provide a safe and healthy working environment. This duty extends to others present in the workplace, including children and volunteers. Providing a safe environment for children at the service includes complying with current Australian/New Zealand standards in relation to equipment, such as cots and mattresses (refer to *Attachment*).

The ACCC has introduced two new mandatory standards, a safety standard and an information standard that apply from 19 January 2026. All infant sleep products must comply with the *Consumer Goods Infant Sleep Products Safety Standard 2024* and the *Consumer Goods (Infant Products) Information Standard 2024*.

The Mandatory Safety Standard applies to “infant sleep products” those designed or marketed for use by an infant for the purpose of sleep. This standard sets out requirements covering design, construction, performance and testing. Key provisions include:

- Sleep surface must be flat (not curved) and inclined no more than 7° to the horizontal
- Mesh or fabric sides must be firm, breathable and must not collapse to cause suffocation risk
- No sharp points or edges, no gaps that can trap a baby’s head/neck/limbs/fingers
- For household cots and folding cots: additional requirements referencing recognised standards (e.g., AS/NZS 2172, ASTM F1169-19, BS EN 716-1 2017) apply
- Products with castors or wheels must have at least two with brakes; locking mechanisms must clearly show when engaged.

The mandatory Information Standard applies to all infant sleep products and products that are not sleep products but have inclined surfaces on which an infant may lie (even if not marketed for sleep).

Requirements include:

- Warnings and safety information supplied with the product (e.g., correct assembly, mattress size, sleep positioning, keeping away from blind-cords/straps, no added objects)
- Clear manufacturer markings (origin, model) on the product
- For inclined non-sleep products, marking must indicate “not for infant sleep” or supervision required.

The standards apply to a broad range of infant sleep products, defined as those designed or marketed for infant sleep or where an infant may sleep including household cots and portable/folding cots.

Document Name: <i>Early Learning – Relaxation & Sleep Policy</i>	Policy Area: <i>Consumer Service Delivery (Early Learning)</i>	
Document Number: <i>UP-EL-022</i>	Classification: <i>Internal/External</i>	
Version Number: <i>7.0</i>	Document Owner: <i>Executive Director, Early Learning</i>	
Publication date: <i>24/02/2026</i>	Endorsed by: <i>Executive Director, Early Learning</i>	
CMS embedded: <i>n/a</i>	<i>Printed copies of this document are considered uncontrolled.</i>	Page 3 of 12

Responsibilities	Approved provider and persons with management or control	Nominated supervisor and persons in day-to-day charge	ECT, Educators, FDC educators and all other staff	Parents/guardians	Agency Staff, Contractors, volunteers and students
R indicates legislation requirement, and should not be deleted					
Ensure sleep and rest risk assessments are completed for different age groups at least annually and as soon as practicable after becoming aware of any circumstance that may affect the safety, health and wellbeing of children during sleep and rest <i>R168 & 84</i>	R	✓	✓		
Ensure adequate supervision and monitoring of children during periods of sleep and rest is conducted and documented, including the method and frequency of checking children’s safety, health and wellbeing <i>S165 & 84</i>	R	✓	✓		
Ensure educators (including casual/relief staff) receive information and induction training to fulfil their roles effectively, including being made aware of the sleep and rest policies, their responsibilities in implementing these, and any changes that are made over time <i>R 84</i>	R	✓	✓		
Ensure nominated supervisors, educators, staff and volunteers follow the policy and procedures <i>R168, 169 & 170</i>	R	✓	✓		
Ensure all educators caring for children requiring sleep or rest complete safe sleep training (U-Learn ECA module Settling multiple children in early childhood education and care settings)	✓				
Ensure the premises, furniture and equipment are safe, clean and in good repair, including ensuring all equipment used meets any relevant Australian Standards and other product safety standards, such as Australian Competition and Consumer Commission (ACCC) guidelines. In alignment with ACCC guidelines <i>R103</i>	R	✓	✓		
Portacots should only be used for temporary, short-term arrangements		✓	✓		
Ensure that bassinets are not on the education and care service premises (including centre-based care and family day care) at any time that children are being educated and cared for by the service <i>R84</i>	R	✓	✓		
Ensure that the indoor spaces used by children are well ventilated; have adequate natural light; and are maintained at a temperature that ensures the safety and wellbeing of children <i>R110</i>	R	✓	✓		
Discuss their child’s relaxation and sleep requirements and practices prior to commencing at the service, and when these requirements change				✓	

Responsibilities	Approved provider and persons with management or control	Nominated supervisor and persons in day-to-day charge	ECT, Educators, FDC educators and all other staff	Parents/guardians	Agency Staff, Contractors, volunteers and students
R indicates legislation requirement, and should not be deleted					
Ensure the cots, beds, bedding and bedding equipment being used for sleep and rest are safe and appropriate for the ages and developmental stages of children who will use them (considering for example, if the children might roll, climb out of a cot, fall from a high sleep surface, become trapped between a sleep surface and wall, become trapped face down in bedding, are over the recommended weight limit for sleeping surfaces, or if children’s breathing might become impeded from weighted sleep products) <i>R84</i>	R	✓	✓		
Ensure that the premises are designed to facilitate active supervision <i>S165</i>	R	✓	✓		
Ensure children are supervised during periods of sleep and rest. This should include ensuring clear procedures and processes are in place for regular physical bed-side checks of children and recording all checks at the time they occur <i>R84 S165 & 167</i>	R	✓	✓		
Ensure copies of the policy and procedures are readily accessible to nominated supervisors, educators, staff and volunteers, and available for inspection <i>R171</i>	R	✓	✓		
Ensure parents are consulted about appropriate relaxation and sleep practices for their child <i>R84</i>	R	✓	✓		
Ensure that hammocks, prams and strollers are not used to settle children to sleep <i>R84</i>	R	✓	✓		
Ensure teething necklaces are not used at the service <i>S16</i>	R	✓	✓	✓	
Ensure sleeping spaces have sufficient light to allow supervision <i>S 165</i>	R	✓	✓		
Ensure sleep practices, environments and equipment continue to be safe and in line with best practice guidelines and legislation <i>R 84</i>	R	✓	✓		
Ensure educators understand and follow the service’s policies and procedures <i>R168, 169 & 170</i>	R	✓	✓		
Considers best practice guidelines for safe sleeping environments and equipment when undertaking assessments and reassessments of FDC residences and approved FDC venues <i>S167</i>	R	✓	✓		
Take reasonable steps to ensure the sleep/rest needs of children at the service are met, with regard to the age of children, developmental stages, and individual needs whilst maintaining children’s dignity and rights <i>R84</i>	R	✓	✓		

Responsibilities	Approved provider and persons with management or control	Nominated supervisor and persons in day-to-day charge	ECT, Educators, FDC educators and all other staff	Parents/guardians	Agency Staff, Contractors, volunteers and students
R indicates legislation requirement, and should not be deleted					
Ensure educators closely monitor sleeping and resting children and the sleep and rest environments. This involves checking/inspecting sleeping children at regular intervals, and ensuring they are always within sight and hearing distance of sleeping and resting children so that they can assess a child’s breathing and the colour of their skin. Where a designated, separate sleeping area is provided, or where the sleep space is not directly adjacent to the playroom in use, or where visibility cannot be easily maintained, clear procedures are in place for checks of children and documenting of all checks at the time they occur. <i>Infant sleep room record (refer to Form 36.1) S167 & R84</i>	R	✓	✓		
Ensure the educational program provides opportunities for each child to sleep, rest or engage in appropriate quiet play activities, as required <i>R84</i>	R	✓	✓		
Ensure parents are aware that necklaces (amber or other) and teething bracelets, dummy chains and bibs are not worn during sleep times <i>S167</i>	R	✓	✓	✓	
Ensure the storage of items such as bedding in a hygienic manner to prevent cross-contamination <i>R84</i>	R	✓	✓		
Educate families and staff about evidence-based safe sleeping practices <i>R84</i>	R	✓	✓		
Review sleep practices on a regular basis to ensure compliance with the recommendations of Red Nose in relation to safe sleeping practices for children <i>S167 & R84</i>	R	✓	✓		
Identify and suggest any potential improvements to service safe sleep procedures and practice	✓	✓	✓		
Document children’s sleep and rest needs and provide information to families about their child’s sleep and rest patterns <i>R84</i>	R	✓	✓		
Consult families to gather information about individual children’s needs and preferences <i>R84</i>	R	✓	✓		
Ensure parents are aware that children over 3 months of age, will not be placed to sleep in sleeping bags unless their arms are free <i>R84</i>	R	✓	✓		
Inform the Responsible Person, as soon as practicable, of any hazards identified in the child’s resting or sleeping environment and act immediately to make the area safe <i>R84 & S167</i>	R	✓	✓		
Provide each child with a range of appropriate opportunities for relaxation and sleep according to their needs <i>R84</i>	R	✓	✓		

Responsibilities	Approved provider and persons with management or control	Nominated supervisor and persons in day-to-day charge	ECT, Educators, FDC educators and all other staff	Parents/guardians	Agency Staff, Contractors, volunteers and students
R indicates legislation requirement, and should not be deleted					
Comply with the recommendations of Red Nose in relation to safe sleeping practices for children (refer to <i>Attachment</i>) R84 & S167	R	✓	✓		
Provide input in relation to OHS issues when new equipment is purchased for the service		✓			
Develop relaxation and sleep practices that are responsive to: <ul style="list-style-type: none"> • The individual needs of children at the service • Parenting beliefs, values, practices and requirements • The length of time each child spends at the service • Circumstance or events occurring at a child's home • Consistency of practice between home and the service • A child's general health and wellbeing R84 	R	✓	✓		
Ensure that resting and sleeping practices are not used as a behaviour guidance strategy (refer to <i>Interactions with Children Policy</i>) S166	R	✓	✓		
Conduct regular safety checks of equipment used for sleeping/resting, such as cots and mattresses R84 & S167	R	✓	✓		
Ensure that any hanging cords, mobiles, curtains and blinds are inaccessible to children who are resting or sleeping R84 & S167	R	✓	✓		
Ensure babies and children are not provided/ propped with a bottle to sleep R84 & S167	R	✓	✓		
Ensure adequate lighting, and appropriate noise levels (including music levels) so that children can be effectively seen and heard while sleeping and relaxing R84 & S167	R	✓	✓		
Encourage children's independence and assist children with dressing as needed R155	R	✓	✓		
Where a designated, separate sleeping area is provided, or where the sleep space is not directly adjacent to the playroom in use, or where visibility cannot be easily maintained, clear procedures are in place for checks of children and documenting of all checks at the time they occur. Infant sleep room record (refer to Form 36.1) R84 & S167	R	✓	✓		
Family Day Care educators work with FDC coordinator to develop an agreed and documented procedure for the supervision of sleeping children, tailored to the unique layout and safety considerations of their family day care residence or venue, as well as the ages and developmental stages of the children in their care. For examples, considerations of how they will supervise and conduct checks of sleeping children, whilst also maintaining supervision of other children in their care S165, R 84	R	✓	✓		

Responsibilities	Approved provider and persons with management or control	Nominated supervisor and persons in day-to-day charge	ECT, Educators, FDC educators and all other staff	Parents/guardians	Contractors, volunteers and students
R indicates legislation requirement, and should not be deleted					
<p>Closely monitor sleeping and resting children and the sleep and rest environments. This involves checking/inspecting sleeping children at regular intervals, and ensuring they are always within sight and hearing distance of sleeping and resting children so that they can assess:</p> <ul style="list-style-type: none"> • Sleeping position • Skin and lip colour • Breathing • Body temperature • Head position • Airway • Head and face, ensuring they remain uncovered <p><i>R84 & S167</i></p>	R	✓	✓		
<p>Supervise children displaying symptoms of illness closely, especially when resting or sleeping (refer to <i>Incident, Injury, Trauma, and Illness Policy</i>) <i>R84 & S167</i></p>	R	✓	✓		
<p>Ensure that artificial heating, such as heat bags and hot-water bottles, are not used <i>R84 & S167</i></p>	R	✓	✓		
<p>Ensure that each child has their own bed linen, and that the <i>Hygiene and Infectious Disease</i> Policy and procedures are implemented for the cleaning and storage of cots, mattresses, and linen <i>R84 & S167</i></p>	R	✓	✓		
<p>Document and communicate children’s rest and sleep times to co-workers during shift changes <i>R 84 & S167</i></p>	R	✓	✓		
<p>Develop communication strategies to inform parents about their child’s rest and sleep patterns, including times and length of sleep <i>R84</i></p>	R	✓	✓		
<p>Ensure that hooded jumpers and bibs are removed before a child is placed into bed <i>R84 & S167</i></p>	R	✓	✓		
Note: Volunteers, contractors, and students, while at the service, are responsible for following this policy and its procedures.					

5. Legislations/ Regulations

[Children's Services amendment Act 2019](#)

[Children's Services Regulations 2020](#)

[Education and Care Services National Law Act 2010: Section 167](#)

[Education and Care Services National Regulations 2011: Regulation 81](#)

6. Related Documents

Forms

Form 36.1 - [UF-EL-058-Sleep Room Record Check 36.1.docx](#)

Form 36.2 - [UT-EL-002-Parent sleep letter.docx](#)

Form 36.3 - [UF-EL-059-Sleep and Rest Risk Assessment 36.3.docx](#)

Form 36.4 - [UF-EL-060-Safe Sleep and Rest Audit 36.4.docx](#)

Form 36.5 - [UT-EL-005-Best Practice Sleep & Rest Audit Tool for Education and Care Settings 36.5.docx](#)

Reference/Sources

This Policy should be read in conjunction with:

Uniting Child Safety Policy – Uniting adopts the Uniting Church Australia National Child Safety Policy Framework, 2019 and the principles of this Policy Framework

This protocol is shared with the whole service community with opportunities to provide feedback/input

- Hygiene and Infectious Disease Policy
- Incident, Injury, Trauma and Illness Policy
- Interactions with Children Policy
- Workplace Health, Safety and Wellbeing Policy
- Staffing Policy
- Supervision of Children Policy
- Occupational Health and Safety Act 2004
- [ACECQA Safe sleep and rest practices](#)
- [Australian/New Zealand Standard – Cots for day nursery, hospital and institutional use – Safety Requirements \(AS/NZS 2130:1998\)](#)
- [Australian/New Zealand Standard – Cots for household use – Safety Requirements \(AS/NZS 2172:2013\)](#)
- [Current standards on the SAI Global website](#)
- [National Quality Standard, Quality Area 2: Children's Health and Safety](#)
- [Red Nose Safe Sleeping. Early childhood educators, e-learning.](#)
- [SLEEP – Sleep learning for early education professionals. Professional development resources.](#)
- [Tasmanian Licensing Standards for Centre Based Child Care Class 4 \(2014\) Standard 6.](#)

Review

This policy is to be reviewed by: September 2029

Document Name: <i>Early Learning – Relaxation & Sleep Policy</i>	Policy Area: <i>Consumer Service Delivery (Early Learning)</i>	
Document Number: <i>UP-EL-022</i>	Classification: <i>Internal/External</i>	
Version Number: <i>7.0</i>	Document Owner: <i>Executive Director, Early Learning</i>	
Publication date: <i>24/02/2026</i>	Endorsed by: <i>Executive Director, Early Learning</i>	
CMS embedded: <i>n/a</i>	<i>Printed copies of this document are considered uncontrolled.</i>	Page 9 of 12

Attachments

Safe Environments in OSHC

At OSHC programs, rest is a form of wellbeing and restoration. The focus is on creating calm, comfortable quiet spaces where children can withdraw from activity and have sleep/rest options or quiet activities for non-sleepers.

Considerations for the environment:

- **Quiet zones:** designated quiet, calm areas away from the main noise and visual stimulation, using mats, cushions, or comfortable seating.
- **Comfortable conditions:** monitor room temperature, provide light blankets if needed, and ensure soft, comfortable bedding.
- **Sensory calm:** use gentle lighting and calming scents (like lavender) to promote relaxation.
- **Uncluttered space:** keep the rest area visually calm and uncluttered to help children self-regulate.

Safe Environments and equipment

Safe cots

- All cots sold in Australia must meet the current mandatory *Australian Standard for Cots (AS/NZS 2172)* and should carry a label to indicate this
- Cots used at a service should meet current standards. Download the guide to infant and nursery products publication – [Keeping Baby Safe](#) – for more information from the Australian Competition and Consumer Commission’s website
- Porta cots will not be used unless being used in Family Day Care environments
- Bassinets, hammocks, bean bags, couches and prams/strollers do not carry safety codes for sleep. Babies should not be left in a bassinet, hammock, or pram/stroller to sleep, as these are not safe substitutes for a cot.

Safe cot mattresses

- Mattresses should be in good condition; they should be clean, firm, and flat, and fit the cot base with not more than a 20mm gap between the mattress sides and ends. A firm sleep surface that is compliant with the new AS/NZS Voluntary Standard (*AS/NZS 8811.1:2013 Methods of testing infant products – Sleep surfaces – Test for firmness*) should be used.
- Mattresses should not be elevated or tilted.
- Remove any plastic packaging from mattresses.
- Ensure waterproof mattress protectors are strong, not torn, and a tight fit.

Safe bedding

- Light bedding is the preferred option; it should be tucked into the mattress to prevent the child from pulling bed linen over their head.
- Remove pillows, doonas, loose bedding or fabric, lamb’s wool, bumpers and soft toys from cots.
- Soft and/or puffy bedding in cots is not necessary and may obstruct a child’s breathing. Download the information statements – *Pillow Use, Soft Toys in the Cot and Bedding Amount Recommended for Safe Sleep* – for more information on the [Red Nose website](#).

Document Name: <i>Early Learning – Relaxation & Sleep Policy</i>	Policy Area: <i>Consumer Service Delivery (Early Learning)</i>	
Document Number: <i>UP-EL-022</i>	Classification: <i>Internal/External</i>	
Version Number: <i>7.0</i>	Document Owner: <i>Executive Director, Early Learning</i>	
Publication date: <i>24/02/2026</i>	Endorsed by: <i>Executive Director, Early Learning</i>	
CMS embedded: <i>n/a</i>	<i>Printed copies of this document are considered uncontrolled.</i>	Page 10 of 12

Safe placement

- Ensure a safety check of sleep and rest environments is undertaken on a regular basis
- Always ensure supervision of sleeping and resting children
- If hazards are identified, lodge a report as instructed in the service’s policies and procedures for the maintenance of a child safe environment
- Ensure hanging cords or strings from blinds, curtains, mobiles or electrical devices are away from cots and mattresses
- Keep heaters and electrical appliances away from cots
- Do not place anything (e.g. dummy chains or bibs) around the neck of a sleeping child.
- [Teething necklaces](#), such as amber beads, are not to be worn when a child is at the early learning service. There is no scientific evidence that they relieve the pain of teething, and they could become tight around baby’s neck, restricting breathing, or even strangling a baby. Necklaces may also break, and curious babies may choke on loose beads.

[Sleep and rest legislative requirements](#) Australian Children’s Education & Care Quality Authority

Safe Sleeping Practices for Babies and toddlers

Babies should be placed on their back to sleep when first being settled. Once a baby has been observed to repeatedly roll from back to front and back again on their own, they can be left to find their own preferred sleep or rest position (this is usually around 5–6 months of age). Babies aged younger than 5–6 months, and who have not been observed to repeatedly roll from back to front and back again on their own, should be re-positioned onto their back when they roll onto their front or side.

- If a medical condition exists that prevents a baby from being placed on their back, the alternative practice should be confirmed in writing with the service, by the child’s medical practitioner
- Babies over four months of age can generally turn over in a cot. When a baby is placed to sleep, educators should check that any bedding is tucked in secure and is not loose. Babies of this age may be placed in a safe baby sleeping bag (i.e. with fitted neck and arm holes, but no hood). At no time should a baby’s face or head be covered (i.e. with linen). To prevent a baby from wriggling down under bed linen, they should be positioned with their feet at the bottom of the cot
- If a baby is wrapped when sleeping, consider the baby’s stage of development. Leave their arms free once the startle reflex disappears at around three months of age and discontinue the use of a wrap when the baby can roll from back to tummy to back again (usually four to six months of age). Use only lightweight wraps such as cotton or muslin. Visit the Red Nose website to download an information statement – [Safe wrapping](#) for more information
- If being used, a dummy should be offered for all sleep periods for children under one. Dummy chains should not be used. For older children, the use of dummies should be informed by parental choices
- Babies or young children should not be moved out of a cot into a bed too early; they should also not be kept in a cot for too long. When a young child is observed attempting to climb out of a cot, and looking like they might succeed, it is time to

Document Name: <i>Early Learning – Relaxation & Sleep Policy</i>	Policy Area: <i>Consumer Service Delivery (Early Learning)</i>	
Document Number: <i>UP-EL-022</i>	Classification: <i>Internal/External</i>	
Version Number: <i>7.0</i>	Document Owner: <i>Executive Director, Early Learning</i>	
Publication date: <i>24/02/2026</i>	Endorsed by: <i>Executive Director, Early Learning</i>	
CMS embedded: <i>n/a</i>	<i>Printed copies of this document are considered uncontrolled.</i>	Page 11 of 12

move them out of a cot. This usually occurs when a toddler is between 2 and 3 ½ years of age but could be as early as 18 months. Download the brochure – [Cot to bed safety](#): *When to move your child out of a cot* – for more information.

[Sleep and rest legislative requirements](#) Australian Children’s Education & Care Quality Authority.

Document Name: <i>Early Learning – Relaxation & Sleep Policy</i>	Policy Area: <i>Consumer Service Delivery (Early Learning)</i>	
Document Number: <i>UP-EL-022</i>	Classification: <i>Internal/External</i>	
Version Number: <i>7.0</i>	Document Owner: <i>Executive Director, Early Learning</i>	
Publication date: <i>24/02/2026</i>	Endorsed by: <i>Executive Director, Early Learning</i>	
CMS embedded: <i>n/a</i>	<i>Printed copies of this document are considered uncontrolled.</i>	Page 12 of 12