

 FAMILY DAY	POLICY TITLE		CATEGORY
	Safe Sleep Policy – Home Child Care		Programs
	APPROVING BODY OR POSITION		APPROVAL DATE
	Director, Programs		August 2024
	PRIMARY LEGISLATION / REGULATION REFERENCE(S)		
	Child Care and Early Years Act, 2014 (CCYEA) Canada Consumer Product Safety Act (CCPSA)		

POLICY

At Family Day we understand that effective sleep and rest routines are essential in ensuring the development, growth, social and emotional well-being of each child in our care. Our sleep and rest practices are based upon the research, findings and recommendations of the Joint Statement on Safe Sleep: Preventing Sudden Infant Deaths in Canada.

Family Day Care Services will ensure that all children have appropriate opportunities to sleep rest and relax in accordance with their individual needs.

Purpose

All children have individual sleep and rest requirements. Children need a comfortable and relaxing environment to enable their bodies to rest. This environment must be safe and well supervised to ensure the children are safe, healthy and secure in their environment.

Combined with Family Day's Family Centred Child Care Policy, expectations and roles of all stakeholders, and alignment is consistent with government legislation.

Scope

This policy applies to all caregivers of Family Day Care Services, other adults who live in the home who may have approved limited unsupervised access, students and volunteers.

Procedures

Caregivers will:

- Consult with families about children's sleep and rest needs at the time of enrolment and at any other appropriate time or upon a parent's request. Caregivers will be sensitive to each child's needs so that sleep and rest times are a positive experience
- Advise parents of children under 12 months of recommendations on "Joint Statement on Safe Sleep : preventing Sudden Infant Deaths in Canada"
- Ensure infants under 12 months are always placed on their **backs to sleep** unless an alternate sleep position waiver (Appendix B) is submitted. This information is posted in the sleep area and is kept in the child's file. Once infants can roll from their backs to their stomach or side, it is not necessary to reposition them onto their backs.
- Ensure the alternate sleep position waiver notice is posted in the sleep area and kept in the child's file.
- Allow children to find their own comfortable sleeping position during sleep or rest while ensuring that such position does not present a danger to the child
- Ensure all infants are placed to sleep on a firm mattress that fits tightly in a crib/ playpen that meets the Canada Consumer Product Safety Act (CCPSA). Strollers, swings, bouncers and car seats are not intended for infants sleep. An infant's head, when sleeping in a seated position, can fall forward and cause their airway to become constricted. Once an infant falls asleep, the child should be moved as soon as possible or as soon as the destination is reached to the child's crib/playpen.
- Ensure there are no toys, stuffed animals, pillows, crib bumpers, positioning devices (unless ordered by a medical doctor) or extra bedding in the crib / play pens to reduce the risk of suffocation.

- Ensure children's heads remain uncovered when they are asleep
- Ensure tight-fitting sheets on cribs/ playpens to avoid infants wriggle down under bed linen. Placing infants heads at alternating ends of the crib/playpen will help to encourage the infant to lie equally on both sides of the head.
- Ensure all cribs/mattresses are clean and in good repair, and meet the Canada Consumer Product Safety Act (CCPSA)
- Ensure infants, who require additional warmth, are in fitted one-piece sleepwear if available. Infants are safest when place to sleep in simple fitted sleepwear that is comfortable at room temperature to reduce the risk of overheating and minimize the use of blankets. If a sleep sack is used, it should be sized properly to protect the infant from slipping down inside the sack.
- Ensure the risk of overheating is reduced by maintaining room temperature that is comfortable for a lightly clothed adult; not over- dressing or over-wrapping the infants when they sleep. Infants do not require additional blankets as infant's movements may cause their heads to become completely covered and cause them to overheat. If a blanket is used, infants are safest in a thin lightweight blanket. ** If swaddling is used, the infant should always be placed on their backs and swaddling discontinued as soon as the infant shows signs of trying to roll. Care should be taken to ensure that a swaddled infant's mouth and nose remain clear of the blanket, and that the infant is wrapped in a way to allow free movement of the hips and legs.
- Ensure the sleeping environment is well ventilated and contains sufficient natural lighting as to meet licensing regulations
- Ensure cribs /playpens/cots are arranged for easy access to caregiver and for emergency evacuation.
- Ensure each child has their own individual crib/playpen, cot or mat which has been approved by a director, for children 18 months to 5 years of age.
- Ensure all bed linen is clean and in good repair; and fits the mattress snugly. Bed linen is for use by an individual child and will be washed before use by another child.
- Ensure each sleeping child is visually checked every 30 minutes, even if the child is not in close proximity to the caregiver. The Sleep information will be recorded on the Monitoring Procedure For Sleep Chart (Appendix A)
- Sleeping children will be checked for:
 - a) Normal skin colour
 - b) Normal breathing by watching the rise and fall of the chest
 - c) Infant's level of sleep
 - d) Signs of overheating: flushed skin colour, increase in body temperature (touch the skin); and restlessness
- Ensure the observance of any significant changes to the child's sleeping patterns or changes are communicated to parents and supervision is adjusted accordingly.
- Ensure infants have supervised "tummy time" several times a day to counteract any effects of regular back sleeping on muscle development to allow for the development of strong back and neck muscles or the chance of developing plagiocephaly, commonly referred to as flat head
- Ensure if electronic monitoring devices are used:
 - That they are able to detect and monitor sounds and if applicable, video images of every sleeping child.
 - The receiver unit of the device is actively monitored by the caregiver at all times and is checked daily to ensure it is functioning properly
 - Electronic sleep monitoring devices are not used as a replacement for the direct visual checks

All records, reports or other documents will be maintained in a secure location for at least three years from the date they are made as per section 82 of the Regulation

Overnight Care

Children who sleep overnight in a caregiver's home must continue to be monitored to ensure safety during sleep time. Direct visual checks must be done every 30 minutes after the child has been put to sleep for the evening, up until the time the caregiver retires. These direct checks must be recorded on the Sleep Monitoring Form. Electronic monitoring devices must be actively monitored by the caregiver at all times. Children showing any signs of distress through the night will be checked. Direct visual checks will resume in the morning until the child wakes up for the day.

Policy Review

The Sleep Policy will be reviewed annually by the Home Child Care Coordinator.

All caregivers of Family Day and other adults who live in the home who may have approved limited unsupervised access, students and volunteers will review and sign off on this policy at the start of their contract/placement with the agency and then annually thereafter.

Distribution

Parents and the Home Child Care Coordinator will review the policy at the time of signing the contract. One signed copy by parent(s)/guardian(s) will be given to parent(s)/guardian(s) and one signed copy will be kept in child's file.

I, the undersigned parent or guardian of _____
(child's full name)

do hereby state that I have read and received a copy of the Family Day's Safe Sleep Policy (Home Child Care) and that the Home Child Care Coordinator has discussed the policy with me.

Date of Contract: _____

Parent /Guardian Signature

Date

Home Child Care Coordinator Signature

Date

Appendix A: Monitoring Procedure For Sleep / Visual Check Times Appendix B: Alternate Sleep Position Waiver
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**Monitoring Procedure for Sleep /
Visual Check Times - Home Child Care**

Week Of: _____

Child's Name	Monday	Tuesday	Wednesday	Thursday	Friday

During visual checks all children will be observed for: normal skin colour, normal breathing (rise and fall of chest), signs of overheating (flushed skin colour, increase in body temperature, touch the skin and restlessness) and Infant's level of sleep.

Alternative Sleep Position Waiver Physician's Recommendation

Parent/guardian completes this section.

Child's name _____ Date of birth _____ Age in months _____
Parent/guardian name _____
Address _____
City _____ Province _____ Postal Code _____
Home phone _____ Work phone _____ Cell phone _____
Email _____

Child's Physician completes this section.

Physicians's name _____
Name of practice _____
Address _____
City _____ Province _____ Postal Code _____
Phone _____ Cell or Pager _____ Fax number _____
Email _____

The Child Care Early Years Act, requires all child care centres to ensure children aged 0-12 months are placed for sleep in a manner consistent with the recommendations set out in the most current version of the The Joint Statement on Safe Sleep: Preventing Sudden Infant Deaths in Canada, a document endorsed by Health Canada. At the advice of the infant's primary health care professional, the parent/guardian may authorize the child care centre to place their infant in an alternative sleep position for medical reasons. The child care center shall retain the waiver in the child's record as long as the child is enrolled at the center.

The recommended sleep position for this infant is _____

Effective Dates of Waiver: **from** ____/____/____ **to** ____/____/____
mm dd yy mm dd yy

Physician's Signature _____ Date _____

Parent/guardian signs this statement.

I, as the parent or guardian of the above mentioned child, do hereby release and hold harmless the child care facility listed below, its officers, directors, and employees, from any and all liability whatsoever associated with harm to my child due to Sudden Infant Death Syndrome (SIDS). I affirm and acknowledge that the child care facility named above gave me information about SIDS. I authorize this child care facility and its employees to place my child in the alternative sleep position described above at the recommendation of my child's primary health care professional.

Parent/Guardian signature _____ Date _____

Caregiver Name: _____

Caregiver Signature _____ Date _____

Coordinator Signature _____ Date _____