



**GENERAL MANUAL POLICY**

APPROVED BY:

Executive Director

CATEGORY: W.J. Griffis Children's Centre

TOPIC: Sleep / Rest

Page 1 of 2

**Ontario Regulation 137/15  
Section 47 (2) a & b**

Every licensee shall ensure that the program in each child care centre it operates is arranged so that:

- a) Each child in a licensed toddler or preschool group who receives child care for six hours or more in a day has a rest period not exceeding two hours in length, and
- b) A child in a licensed toddler, preschool or kindergarten group is permitted to sleep, rest or engage in quiet activities based on the child's needs.

**POLICY**

It is the policy of the W. J. Griffis Children's Centre to ensure that children are closely monitored during quiet rest or sleep time, which is to not exceed more than two hours.

**PURPOSE**

While not all children need a mid-day nap, young children benefit from periods of quiet relaxation to balance their active play.

Some children who are tired may take a relatively long time to relax and sleep, while others only require a short rest period. Children's needs may also change from day to day or week to week.

The need for rest and sleep varies greatly at different ages, and even among children of the same age; however, rest is an important part of the day for all children. This provision allows for a period during which quiet activities are encouraged and children can nap if required.



Initial:                      

**GENERAL MANUAL PROCEDURE**

**TOPIC:**

**Page 2 of 2**

**PROCEDURE**

1. The accordion door divides the bambini room into two sections – the larger side is set up as a sleep room, the smaller side is set up as the lunch room.
2. The three bambini staff will ensure that each child is settled comfortably on a cot.
3. When all of the children are resting or sleeping, the bambini staff member on duty can work on the other side of the accordion door, but can listen out for any disturbances, or can remain in the sleep room.
4. The bambini staff person is to monitor the children every 10 minutes by physically walking around the sleep room and checking on each child.
5. Each bambini staff person will log this into the bambini log book, and initial it, if they do not remain in the sleep room
6. Each casa program will set out the cots and mats, for the children in their room, to rest their bodies, to sleep if they wish, or to do quiet activities.
7. The staff will ensure that the children are monitored by remaining in the room, or in close proximity – i.e. working in the open passageway between the two casas, where the staff can still see and hear the children.
8. Children have the opportunity to use centre-provided quiet activities or books, or appropriate, quiet items from home.
9. After a period of two hours, maximum, the window blinds should be opened, and lights turned on, if required, signalling that the sleep and rest time is over.
10. The children are encouraged to put away their personal items into their cubby, and assist with the transition from rest time to the smaller work period in the afternoon.