Sleep and Rest Risk Assessment

The following risk assessment is to be completed annually, or as soon as any new risks or issues occur with the 12 month period. Any identified risks and their management approach need to be updated in the Sleep and Rest policy to reflect the outcome of this risk assessment. Note: Bassinets are not allowed to be on premises when children are being educated ad cared for. Add or remove rows as necessary for your service, this is a starting point.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Date of assessment: | | | Competed by: | | | |
| **Sleep and rest environments** (you may want to do an assessment per sleep/rest area if they are quite different to suitably assess the risks in each space) | | | | | | |
| Areas to consider | Identified issues | Potential outcomes | | | Risk management approach | In policies/ procedures |
| Air quality, ventilation, temperature |  |  | | |  |  |
| Lighting and ability to supervise well with visibility |  |  | | |  |  |
| Quality of bedding and beds/cots |  |  | | |  |  |
| Hygiene practices e.g. cleaning, cross contamination, topping and tailing beds |  |  | | |  |  |
| Other hazards e.g. cords, trip hazards, pillows |  |  | | |  |  |
| Placement and location of sleep/rest areas including level of noise and access |  |  | | |  |  |
| **Supervision** | | | | | | |
| Areas to consider | Identified issues | Potential outcomes | | | Risk management approach | In policies/ procedures |
| Likelihood of general sleep issues based on age(s) | 0-2: |  | | |  |  |
| 2-3: |  | | |  |  |
| 3-5: |  | | |  |  |
| Supervision requirements e.g. what to check and when |  |  | | |  |  |
| Supervision expectations e.g. who, what to document |  |  | | |  |  |
| Ensuring enough staffing levels to supervise safely |  |  | | |  |  |
| **Staff awareness of requirements and expectations** | | | | | | |
| Areas to consider | Identified issues | Potential outcomes | | | Risk management approach | In policies/ procedures |
| Induction |  |  | | |  |  |
| Policies and procedures |  |  | | |  |  |
| Changes to policies and procedures |  |  | | |  |  |
| Following an incident |  |  | | |  |  |
| Keeping up to date with best practice guidelines |  |  | | |  |  |
| **Individual children’s needs** | | | | | | |
| Areas to consider | Identified issues | Potential outcomes | | | Risk management approach | In policies/ procedures |
| Specific children health needs |  |  | | |  |  |
| Specific children’s cultural needs |  |  | | |  |  |
| Specific children’s hygiene needs |  |  | | |  |  |
| Specific children’s physical needs |  |  | | |  |  |
| **Working with families** | | | | | | |
| Areas to consider | Identified issues | Potential outcomes | | | Risk management approach | In policies/ procedures |
| Gathering information about home sleep practices |  |  | | |  |  |
| Sharing information on safe sleep practices with families |  |  | | |  |  |
| Advocating for safe sleep practices for the child |  |  | | |  |  |
| Date of next assessment: | | | | Date of policy review in line with changes: | | |