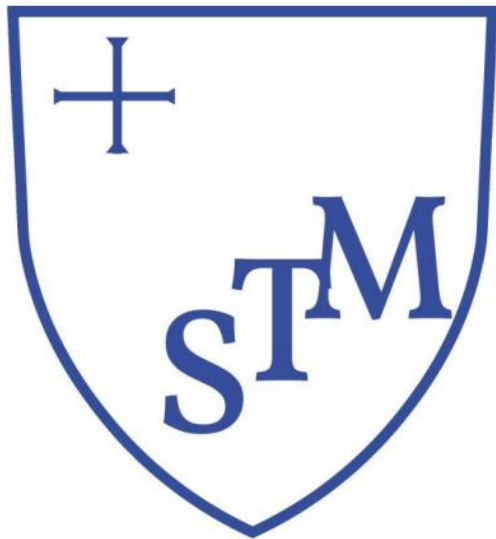


St Martin's C of E Primary School



Sleep and Rest Policy

September 2026

Introduction

At St Martin's Primary School, (including Mini Martin's Nursery) we recognise that some children may fall asleep during the school day due to illness, fatigue, medical needs, special educational needs and disabilities (SEND), emotional regulation needs, or exceptional circumstances.

Although the school does not operate scheduled sleep or nap sessions, we are committed to ensuring that any child who falls asleep whilst in our care is supported safely, respectfully, and in accordance with safeguarding requirements, EYFS statutory requirements, and recognised safer sleep guidance. The safety, wellbeing, dignity, and individual needs of each child remain paramount at all times.

Purpose

This policy sets out St Martin's Primary School and Mini Martin's Nursery approach to providing safe rest/sleep opportunities for pupils (particularly Nursery, Reception and other pupils where sleep during the school day is required). It reflects our duty to keep pupils safe and to follow best practice for sleeping children.

Scope

This policy applies to:

- Children aged 3–11. St Martin's and Mini Martin's Nursery do not admit children under 2; therefore, EYFS 2026 safer-sleep requirements for babies do not apply.
- All staff (not including non-teaching students).
- All areas of the school where a child may rest or fall asleep.

Principles

- Children who sleep at school will be kept safe, comfortable and warm, and their dignity respected.
- Sleeping arrangements will be agreed with parents/carers in advance if possible and recorded.
- The designated sleeping space will be maintained to reduce risk (no loose bedding, toys or obstacles).
- Any sleep is recorded and parents/carers informed.
- Staff will remain able to see and hear the sleeping child at all times and will carry out frequent checks.

Procedures

If a child falls asleep unexpectedly or due to illness:

- Staff will assess whether the child appears well/ill.
- The child will remain under appropriate supervision.
- Check for symptoms such as fever, lethargy, breathing difficulties, head injury, or altered responsiveness.
- A child's temperature will be taken every 15 minutes, even if temperature remains normal.
- If staff have concerns regarding illness, injury, responsiveness, breathing, or wellbeing, appropriate first aid and safeguarding procedures will be followed immediately.
- Follow school procedures for illness.

- Contact parents or carers.

Emergency services will be contacted immediately if staff have concerns regarding a child's consciousness, breathing, or medical condition.

Safe Sleep Environment

Where a child is sleeping:

- The environment should be safe and appropriately ventilated.
- The child should be positioned in a manner that allows unrestricted breathing.
- The child's face and airway must remain visible and unobstructed.
- Excessive clothing, coats, scarves, or items around the neck will be removed where appropriate.
- Sleeping children must not be left in isolated areas without supervision.
- The area around the child should be free from hazards.

Supervision of Sleeping Children

Sleeping children remain the responsibility of staff at all times.

Staff will:

- Maintain regular visual checks.
- Ensure the child can be seen and accessed quickly.
- Monitor breathing, colour, and general wellbeing.
- Take the temperature of the child every 15 minutes.
- Record any concerns immediately.

Children must never be left sleeping:

- unsupervised classrooms.
- In locked rooms.
- In vehicles.
- In positions where breathing may be restricted.

Communication with Parents and Carers

Parents and carers will be informed when:

- A child has slept unexpectedly for a significant period.
- Sleep is linked to illness or injury.
- Sleep patterns are causing concern and/or regular interrupted learning.

Where sleep is part of an agreed SEND or medical provision, arrangements will be discussed and reviewed regularly with parents.

Record Keeping

Staff should record

- Significant sleep episodes (see log below) and add to CPOMS
- Any concerns identified.

Records will be maintained in accordance with school policies and data protection requirements.

Health, medication and medical needs

- Any pupil with a known medical condition that may affect sleep (e.g. epilepsy, breathing difficulties, sleep apnoea) will have an individual health care plan and risk assessment that sets out additional supervision, medication and emergency arrangements.
- If medication is required during sleep periods, this will follow the school's supporting pupils with medical conditions procedures and be recorded.

Infection control and laundry

- Mats and any sleep linen will be cleaned and stored in line with infection-control procedures.
- Mats will be wiped down between uses.

Staffing, training and ratios

- Staff supervising sleeping pupils in the Early Years will be a Paediatric first aider.
- Decisions about appropriate staffing levels for sleep periods will be made via a dynamic risk assessment and in line with statutory requirements for the relevant age group.

Risk assessment and review

- Individual risk assessments will be completed for pupils with additional needs.
- This policy and sleep risk assessments will be reviewed annually or sooner if practice or guidance changes.

Safeguarding

Any unexplained excessive sleepiness, unusual presentation, repeated episodes of falling asleep, or concerns regarding a child's welfare will be considered within the school's safeguarding procedures.

Staff must report concerns to the Designated Safeguarding Lead (DSL).

Responsibility

- Headteacher: overall responsibility for implementation and review of this policy.
- EYFS leads: ensures individual plans and risk assessments are in place.
- All staff: follow this policy and report concerns to the designated lead.

Compliance

This policy should be read alongside the school's safeguarding policy, health & safety policy and our procedures for supporting pupils with medical conditions.

Monitoring and Review

This policy will be reviewed annually or sooner if:

- Legislation changes.
- EYFS requirements are updated.
- New safeguarding guidance is published.
- School practice indicates a need for review.

The school will continue to monitor developments in EYFS statutory guidance and recognised safer sleep recommendations.

Sleep Log template (use for recording each rest/sleep episode)

Pupil name:

Class:

Date:

Start time (when laid down):

End time (when woke/collected):

Usual sleep position noted on arrival:

Any medical needs / medication administered: (detail and time)

Checks (record each check with time, staff initials & brief observation)

- Check 1 — time: **initials:** observation: ____
- Check 2 — time: **initials:** observation: ____
- Check 3 — time: **initials:** observation: ____

(Continue as required — include minimum frequency per individual risk assessment)

Incident / concern recorded? (Y/N) — details:

Parent/carer notified? (same day) Y/N — time/method (phone/face-to-face/email):

Record completed by (name & role):

Date/time record completed:

Stored in pupil file on cpoms : Y/N /

Copy given to parent: Y/N