



## Safe Sleep Policy and Procedures

Must be followed with all children 12 months of age and younger:

(a) The needs of individual children shall determine the sleeping periods.

(b) Caregivers shall place infants on their backs in their cribs for sleeping

- Parents may not request a waiver for this unless there is a documented medical reason signed by a physician. Physician letter and waiver must be on file to be allowable. When infants turn over on their own, it is permissible to leave them on their stomachs rather than awakening them, however all infants shall be placed on back when placed in the crib. It is expected that infants that fall asleep in other locations, such as a swing or seat, be promptly moved to their crib.

(c) Children less than 12 months of age shall never have any soft bedding such as pillows, blankets, quilts, comforters, mattress toppers, sheepskins, or loose bedding in the crib. There shall not be any toys, stuffed animals, crib bumpers, positioning devices, or extra bedding in the crib. Further, there cannot be anything that may cover the infant's face (i.e. bibs, loose clothing) or pose a strangulation hazard (i.e. pacifier clips, teething beads, bibs, necklaces).

- If pacifiers are used for a sleeping infant, objects such as pacifier clips, blankets, stuffed toys, and other items cannot be attached to the pacifier as they will present a suffocation risk.

(d) When an infant falls asleep in a sitting device, *remove them immediately and move them to a crib*. Sitting devices are items such as car seats, strollers, swings, infant carriers, infant slings/carriers, and bouncy seats. If an infant begins to close their eyes, that is considered falling asleep. It is best to lay tired infants in cribs to fall asleep.

- Infants should only be placed in swings, bouncy seats, and other sitting devices when they can be supervised.
- Safety straps must be used at all times when an awake infant is placed in a sitting device.

(e) Only children under thirty-five (35) inches tall may use a full-sized crib.

(f) The fifty (50) square feet of required space per child includes space for a crib for each infant.

(g) All cribs shall meet the following guidelines:

(1) Cribs shall be of sturdy construction.

(2) There shall be no corner posts higher than one-sixteenth (1/16) inch.

Effective July 2018; updated June 2023

Reference list:

State of Indiana Child Care Licensing Regulations

American Academy of Pediatrics- Sleep-Related Infant Deaths: Updated 2022 Recommendations for Reducing Infant Deaths in the Sleep Environment

(3) There shall be no cut-outs in the headboard.

(4) Spaces between the bars of the crib and between the bars and the end panels of the crib shall not exceed two and three eighths inches.

(5) Each crib shall have a firm mattress at least two (2) inches thick that is securely covered with a waterproof material not dangerous to children.

(6) The gap between the mattress and the interior perimeter of the crib shall not exceed one (1) inch.

(7) Drop-side latches shall be safe and securely hold the sides in the raised position.

(8) Latches shall not be reachable by a child in the crib.

(h) Full-sized cribs shall meet the following guidelines:

(1) The interior dimension shall be greater than fifty-one and three-fourths ( $51 \frac{3}{4}$ ) inches in length, and twenty-seven and three eighths ( $27 \frac{3}{8}$ ) inches in width.

(2) With the mattress support in its lowest position and the crib side in its highest position, the vertical distance from the upper surface of the mattress support to the upper surface of the crib side and end panel shall not be less than twenty-six (26) inches.

◆ *Intent: To protect the safety of infants/toddlers, cribs must meet safety standards as specified in the requirements of this rule. The intent is to prevent strangling, falls and other injuries.*

(i) Caregivers shall provide at least three (3) feet of space between cribs when occupied.

- Cribs are not required to be spaced 3 feet apart if they are separated by a sanitizable divider that extends 6 inches out from floor to ceiling. This divider shall allow supervision.

(j) Tiered or stacked cribs are prohibited.

(k) Cribs shall be located away from heaters, drafts, and cords from window coverings.

(l) When a child is in a crib, caregivers shall extend the sides to their fullest height.

(m) Staff shall sanitize all cribs as often as necessary and at least daily.

(n) Staff shall sanitize cribs or cots and change bedding between each child's use if they allow two (2) part-time children to share the same crib or cot.

(o) All bedding shall be changed immediately when wet or soiled, and otherwise once each day.

(p) Staff shall launder bedding in a washing machine with water temperature above one hundred sixty (160) degrees Fahrenheit or in a sanitizing solution of one (1) cup bleach or equivalent chemical per washer load.

(q) Soiled bedding shall not accumulate for longer than twenty-four (24) hours before laundering.

(r) Staff shall have a reserve supply of bedding and wash cloths available at all times in case of delays in laundry pickup or delivery.

(s) Each infant shall have individual bedding in their crib.

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- Bedding in a crib must *only* consist of a fitted crib sheet that fits tightly around the mattress.
- Sleeping on a cot is only allowable when a child is 12 months old. Children under 12 months old, must sleep in a crib.

(t) Caregivers shall assure that at least three (3) feet of space is between toddler cots.

♦ *Intent: To ensure that infants and toddlers are permitted to sleep according to their own needs in safe, clean and sanitary sleeping equipment and bedding. The Center shall use cribs that meet US Consumer Product Safety Commission (CPSC) crib safety standards. Separate sleeping reduces the spread of disease from one child to another. Placing infants to sleep on their backs instead of their stomachs has been associated with dramatic decrease in deaths from Sudden Infant Death Syndrome (SIDS). Infants have been found dead on their stomachs with their faces, noses and mouths covered by soft bedding, such as pillows, quilts, comforters and sheepskins. However, some infants have been found dead with their heads covered by soft bedding even while sleeping on their backs.*

(u) Do not swaddle infants using blankets or safe swaddlers. Swaddling is *not* allowed in child care centers.

(v) Lightweight sleep sacks are allowed under the following conditions:

- Sleep sack allows for free movement of the arms and legs and does *not* cover or restrict hands. Sleep sacks that restrict arms and/or body movement are *not* allowed.
- Sleep sack is made of lightweight material to prevent overheating and allows for mobility.
- Sleep sack is the appropriate size for the weight and age of the infant so it is not too loose or tight. If too tight, it can restrict movement. If too loose, the infant could slide out of the sack, cover the nose and/or mouth, or get tangled in the material.
- Weighted items and weighted sleep sacks should *not* be placed on or near a sleeping infant and are *not* allowed to be used in child care centers or placed in a crib.
- Sleep sacks that are weighted, have weighted objects within them or are made with thick material are *not* allowed in child care centers as they can restrict breathing and body movement.
- Dressing the infant with layers of clothing is recommended in place of blankets and other coverings to keep the infant warm while reducing the chance of head covering or entrapment that could result from blanket use.

Other considerations and requirements:

- Avoid overheating and head coverings (when indoors) for infants.
  - Avoid over bundling and covering the face and head of the infant. Hats and other head coverings should not be used when indoors.
  - In general, dress infants appropriately for the environment with no more than one layer more than an adult would wear to be comfortable in the same environment.
  - Evaluate the infant for signs of overheating, such as sweating, flushed skin, or the infant's chest feeling hot to the touch.
- Supervised, awake tummy time (not in crib, or when falling asleep) for short periods of time is recommended to facilitate development and to minimize the risk of positional plagiocephaly.
- Infant sleep areas should be kept free of any hazards, such as dangling cords, electric wires, and window covering cords because they present a strangulation risk.

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## Training Requirements for Safe Sleep:

All staff members who work in the Infant Room, Directors, Assistant Directors, and Supervisory staff must complete one of the state mandated Safe Sleep trainings listed below that are offered on Learning Paths. Certificate of attendance must be kept on file in the center, as well as at Home Office.

- Safe Sleep Practices: Reducing Sudden Unexpected Infant Death Module 1 and Safe Sleep Practices: Implementation in Child Care Settings Module 2
- Safe Sleep Practices: Reducing Sudden Unexpected Infant Death and Implementation in Child Care Settings Module 1 and 2 Face to Face (Must register on Learning Paths)
- Safe Sleep Practices: Reducing Sudden Unexpected Infant Death and Implementation in Child Care Settings Module 1 and 2 Live Webinar (Must register on Learning Paths)

All staff members who work in the Infant Room, Directors, Assistant Directors, and Supervisory staff must complete Module 1 and Module 2 on Indiana Learning Paths annually as a refresher course. Certificate of attendance must be kept on file in the center.

By signing this policy and procedure, I acknowledge all items listed above and agree to follow them. I understand I am responsible to report any safety concerns or violations of this policy to someone in charge immediately.

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Printed Name

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Date

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Signature

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