

How to implement Sleep Prep & Bedtime

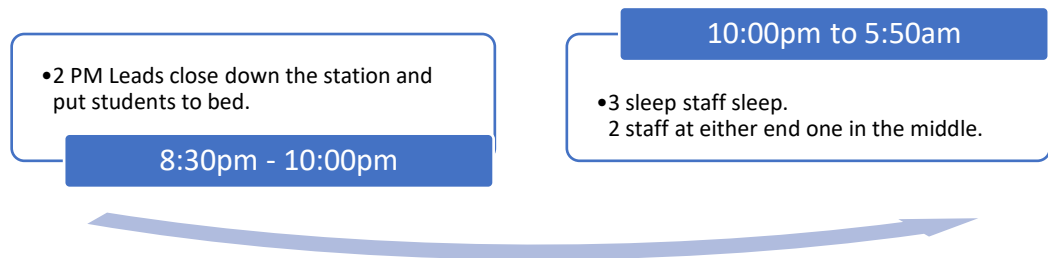
Goal

Students get the rest they need to rest and recuperate from each day.

Quiet hours start at 9:00. Students are in bed by 9:00 (or adjusted based on timing), with 30 minutes to prepare for bed by setting out their cot, sleeping bag, and pillow; brushing teeth; showering; and changing into pajamas.

Student safety during sleeping hours requires the most critical care and attention. Supervision will be provided during the nighttime hours with the following staff roles:

- PM Leads are responsible for closing the field station and getting the students to bed.
- Sleep Staff (3) are required every night and remain on campus from bedtime to wake up. Sleep staff are at the entry and exit points of the field station to provide security of students during the nighttime hours.



Growth Mindset & Bedtime/ Sleep Prep

This is led by the PM Leads on the first night of bedtime with students. The “Activity Lead” will give the introduction with support from the “Activity Support”.

- Growth Mindset Tools:
 - Tomorrow we will spend time talking about what it means to have a growth mindset and tools you can use to support a growth mindset.
 - One tool that can help us have a growth mindset is: Quality sleep.
- Science of Sleep
 - Why is sleep important:
 - During teenage years your brain and body are undergoing significant development and much of that happens while you sleep.
 - While you sleep your immune system is hard at work and your body is repairing muscles and tissue.
 - When we have quality sleep we have better: attention spans, memory recall, ability to think critically, and we are more creative.
 - Good sleep can create better emotional well- being and better decision making. It can help prevent things like, irritability, anxiety, and depression.
 - How much sleep:

- Teens need 8-10 hours of sleep per night to maintain physical health, mental well-being, and academic performance.
- Sleep in Bahía de los Angeles
 - This program is physically demanding, we work all day in the heat, so giving your body time to rest and recuperate is important.
 - Quiet hours at the field station begin at 9:00PM.
 - Each morning we wake up at 6am, therefore, we need to be in bed by 9pm each night to get the recommended 9 hours of sleep.
 - Because we are a family, living in a community setting, each of us will need to adjust our regular routine to fit with the routine of the field station.
 - That can feel hard at first because we all have different sleep schedules but remember one of our community agreements is Be Respectful. We want to be sure we are being respectful of other people’s ability to get good sleep.
 - If you find you have trouble falling asleep so early, try laying quietly in your cot, looking up at the stars, listening to the water lapping at the shore, and taking deep, slow breaths.
 - Try closing your eyes, lying comfortably, and relaxing one part of your body after another starting at your head all the way down to your feet.
 - Try counting down from 100.
- Review expectations of Sleep Prep
 - At 8:30pm we will start the Sleep Prep Playlist.
 - You will have 30 minutes to prepare for bed. During this time you will need to:
 - Change into your sleep clothes.
 - Brush your teeth/wash your face/take a shower/any other nighttime routines you wish to observe.
 - Get your cot, pillow, and sleeping bag, and place it out on the beach.
 - One person to a cot.
 - You must be in your cot by 9PM.
 - Lullaby by Jack Johnson will be the final song played you need to be in your cot by the end of that song.
 - Anyone late to bed will be recorded on the tardy clipboard.
- Review expectations of Bedtime.
 - Keep a flashlight by your bed, so if you need to use the bathroom in the night.
 - You may read or write quietly with a dim light until lights are out at 9:15.
 - You need to remain in your cot until you hear the wake-up music in the morning at 6AM.
 - If you have an emergency and need to talk to an adult there will be an adult sleeping in each corner of the sleeping area, wake one of them up.
- Show students:
 - Teeth brushing area
 - How to set up cots

Process

Prep

- Activity Lead:
 - Assess conditions. If there is a threat of wind, rain, thunder and or lightning review the section, “Wind, rain, thunder, lighting– while sleeping at the field station (BLA)” in the Emergency Preparedness Manual.”
 - Communicate with students and staff that they should place their cot under a roof. Students can use the patio, garage, office.
 - Encourage students to spray down with bug spray when getting in their cots to prevent mosquito bites to avoid viruses such as Dengue and Zika.
 - If mosquitos are present, citronella candles should be disbursed and lit between cots.

Activity

- By 8:25pm
 - Activity Lead and Activity Support in place with and ready with headlamps.
 - Activity Lead
 - Cue start of Bedtime using “Bedtime” playlist on iPod.
 - Have the “Late/ Tardy Clipboard” and will record anyone who is late getting into their cots on the tardy clipboard.
 - Monitor the beach/cot area.
 - Ensure all cots and sleeping bags are out.
 - Activity Support
 - Monitor shower use is under 5 minutes per student, for students who are assigned to that shower day. See the shower procedure posted inside the shower.
 - Monitor toothbrush station is being kept clean and limited water is used.
 - If the clothesline is overfilled and clothes are dry, notify students you will put items in lost and found by the end of the night.
 - Turn off all lights and fans.
 - Sweep of all items and put into the lost and found area.
 - Close all doors to main living room and kitchen.

- At 8:50pm, or 10 minutes before Bedtime,
 - Activity Lead
 - Monitor the beach/cot area.
 - Encourage students to get in their cots.
 - Activity Support
 - Close the dorms and shut off indoor and outdoor lights.
 - Walk around and encourage students to get in their cots.
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- At 8:57pm, or 3 minutes until lights out, the last song will play “Lullaby – Jack Johnson.”

- At 9pm, QUIET HOURS Begin and Students are in Bed!
 - Activity Lead
 - Make sure that students are in their cot at the end of the last song.
 - Record anyone who is late getting into their cots on the tardy clipboard.
 - Reading and writing with a dim light is acceptable until lights out.
 - Continue to conduct student checks until confident students are settled into their cots.
 - Activity Support
 - Ensure that the team is ready for wake up the next morning.
 - Set up music and alarm.
 - Set up iPod for wake-up call on the “Wake Up” playlist. Be cognizant of time changes.
 - Support with ensuring students are settled.

- AT 9:15pm, LIGHTS ARE OUT.
 - Activity Lead and Support
 - Continue to conduct student checks until confident students are settled into their cots.

End

- At 10pm
 - Activity Lead
 - Before leaving the field station, count all students.
 - Ensure Sleep Staff are properly placed in the 4 designated locations. (SEE MAP)

- 5:50am (the next day)
 - Activity Lead
 - Get up before alarm just in case it doesn't work.
 - Ensure the morning music plays or start if not.