

Lake Macquarie Family Day Care
A Quality Education and Care Option for our Community
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Guide to cot safety – Household and Folding Cots

Educator complete for each household cot AND/OR folding cot provided under The National Quality Framework

HOUSEHOLD COTS – name of cot: _____

Educator: _____ Date completed: _____		YES	NO
1	Does the cot meet the Australian Standard (AS/NZS 2172:2003)?	Look for the Australian Standard logo, or ask the retailer for written documentation, or download documentation to prove the cot meets Australian Standard.	
2	The frame is sturdy	The cot does not collapse when being moved and the bars do not bend. The ends and base of the cot feel rigid and not rickety when shaken.	
3	Wheels and castors – stop the cot from moving	If the cot is fitted with wheels or castors on all legs, at least two of them have brakes that are locked in position	
4	Locking devices – stop child from opening the catches and being injured	Locking devices on the cot are child resistant and regularly maintained	
5	The cot is in good repair - Broken cots can be dangerous.	There are no bent or broken parts that would allow the drop side to move away from the cot, or the base to collapse. Edges are smooth to prevent injury from splinters	
6	Fixed base cots and cots in the lowest base position – reduce risk of child falling over the top	The distance between the top of the mattress base and the top edge of the lowest cot side/end is at least - 600mm when the access is closed - 250mm when the access is open	
7	Cots in the upper base position – reduce risk of child falling over the top	The distance between the top of the mattress base and the top edge of the lowest side/end is at least - 400mm when the access is closed - 250mm when the access is open	
8	Slats or filler bars (vertical or horizontal) / hazardous gaps – entrapment risk	The space between slats or filler bars is at least 50mm There are no gaps between 30mm and 50mm that could entrap a child's limbs There are no gaps more than 95mm that could trap a child's head or neck Any small openings or holes inside the cot are less than 5mm or more than 12mm to prevent a child's fingers from being stuck	
9	Cot mattress – mattress is the right size for the cot, preventing child becoming trapped between the mattress and the cot frame	Cot mattress is no more than - 20mm from any cot side or end when centred on the mattress base - 40mm from any cot side or end when the mattress is pushed to one end or side	
10	Footholds or toeholds - prevent child being able to climb up and fall out of the cot.	The cot does not have any - Foot/toe holds between 150 – 500mm above the mattress base - Protrusions or bits that stick out more than 5mm - Accessible sharp edges or points	
11	Safety – prevent clothes being caught and child being hanged, or hitting a protrusion and being injured. Prevent choking hazard or foothold	Cot is free from knobs or things sticking out, egg screws, wing nuts or bolts Cot is free of decorative transfers/stickers – any on the outside need a tool to remove Cot is free of loose items such as pillows, bumpers, doonas, soft toys Cot is clear of curtains and blind cords	

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12	Instructions / informative labels / safety markings	Cot has information about the supplier, safe assembly, safe use, recommended mattress size. There are legible, durable and prominent markings on the mattress base that provide information about the supplier, recommended mattress size and thickness, and recommended use of adjustable bases (on cots that have this feature)		
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PORTABLE / FOLDING COTS - name of cot: _____**If you have a portable or folding cot, use the following safety checklist.****Determine frequency of checks according to amount of use, and whether the cot is left in situ or stored away and re-assembled**

Porta cot supplied by _____

Educator _____

Parent _____

Educator: _____**Date completed:** _____

YES

NO

1	Does the cot meet the Australian Standard (AS/NZS 2195:2010)?	Look for the Australian Standard logo, or ask the retailer for written documentation, or download documentation to prove the cot meets Australian Standard.		
2	Locking devices – stop child from collapsing the cot or trapping their fingers	Locks have a clearly distinct locking position Child cannot open or activate the locking mechanism from inside the cot		
3	The cot is in good repair - Broken cots can be dangerous.	There are no sharp edges or protruding parts There are no tears or holes in mesh/fabric sides or covered rails, no broken parts, or parts in poor condition		
4	Height measurements – reduce risk of child climbing out of the cot or falling over the top	The vertical distance from the top of the cot base (with no mattress fitted) to the top edge of the lowest side or end is at least 550mm The vertical distance from the top of the mattress to the top edge of the lowest side or end is at least 500mm The vertical distance from the upper base to the top of the lowest side or end is at least 250mm (without mattress fitted).		
5	Cot mattress, padding and cushioning material – mattress is the right size for the cot, and must not form a suffocation hazard NO INFLATABLE PARTS	Mattress and all padding and cushioning material is sufficiently firm to stop them forming to the contours of a child's face. The base provides firm support for a mattress, or incorporates a mattress. The mattress touches the cot on every side and fits snugly There are no added mattresses		
6	Footholds or toeholds – prevent child being able to climb up and fall out of the cot.	There are no features up to 500mm above the mattress base that present a potential foothold		
7	Safety – prevent choking hazard or foothold	Cot does not have any inflatable mattress or other parts Cot is free of loose items such as pillows, bumpers, doonas, soft toys Cot is clear of curtains and blind cords		
8	Instructions / informative labels / safety markings	Cot has information permanently, prominently and legibly marked on the inside so that users will see the marking when erecting the cot, that includes at least - Instructions for assembly and locking procedures - Warning to check correct assembly and locking devices are fully engaged before each use - A warning to either only use a mattress of specified dimensions, or to only use the mattress supplied with the product - A warning not to add any extra mattress		
9	Safe use – weight of child and risk of collapse	Child/ren using the cot weigh less than 15kg (or check instructions of your particular model)		

[ACCC Product Safety Australia - Household cots](#), [ACCC Product Safety Australia - Folding cots](#), [Red Nose - portable or folding cots](#)