

# **Baby Behavior Staff Refresher Training Sleep**

## **Facilitator's Guide**

Adapted with permission from California WIC Program

# **Baby Behavior *Sleep* Facilitator's Guide**

**WHO:**

All WIC staff

**WHY:**

**Overall:**

WA WIC would like to support WIC staff in providing Baby Behavior education to their clients and new staff. Staff will benefit from strengthening their Baby Behavior skills and building confidence in their ability to help families with infants.

**TRAINING GOAL:**

WIC staff will be confident in helping parents identify and appropriately respond to their baby's behavior.

**FOR THIS TRAINING:**

WIC Staff have varying degrees of knowledge and experience recognizing baby behaviors. The purpose of this training is to strengthen staff skills and build confidence through practical applications of their knowledge of baby behavior as it relates to sleep.

NOTE: This training is designed to be the third in a series of three refresher trainings.

**WHERE:**

Staff should sit at tables as there will be small group activities. For small agencies, substitute pair-share instead of table-sharing.

**OBJECTIVES:**

By the end of this training and follow-up activities, staff will be able to:

- Explain infant sleep messages
- Demonstrate the ability to discuss infant sleep messages with participants

## Facilitator's Preparation Checklist

### Materials Needed:

- Refer to the Materials Checklist on page 18

Case studies, conversation starters, and video clips have all been included in this training. In addition, suggestions for training set-up and teaching techniques can be found in this guide.

### Provided by Agency:

- Flip Chart
- Markers
- Tape
- Paper/Pencils/Pens
- DVD player
- Computer and screen
- Sticky notes
- Binder/Folder for staff handouts (optional)

### Set Up Tips

- Review entire Facilitator Guide prior to presenting to staff.
- View video clips prior to presenting.
- Practice starting and stopping video clips to correspond with content and timing in the guide.
- Consider having one person present and another person operate the DVD.

**Agenda**  
**Sleep Staff Refresher Training**

*(Insert timeframes)*  
*(Insert date and place)*

Total Estimated Time: 50 minutes

<b>1. Welcome and Review Agenda</b>	<b>3 minutes</b>
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<b>2. Review <i>Crying Take Home Activity</i></b>	<b>5 minutes</b>
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<b>3. Warm Up Activity – What Parents Say about Infant Sleep</b>	<b>5 minutes</b>
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<b>4. Revisit Sleep Messages</b>	<b>15 minutes</b>
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<b>5. Responding to Sleep Scenarios</b>	<b>15 minutes</b>
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<b>6. <i>Sleep Take Home Activity</i></b>	<b>5 minutes</b>
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<b>7. Evaluation</b>	<b>2 minutes</b>
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**Appendix:**

- A. Additional Sleep Scenarios
- B. Sleep Message Cards
- C. Sleep Scenarios for Sleep Take Home Activity
- D. Staff Refresher Training *Sleep* Materials Checklist

## 1. Welcome and Review Agenda

3 minutes

### Notes

**Purpose:** Welcome group and provide a preview of the training.

**Materials:**

- Agenda posted on flip chart
- Pens and paper for note taking
- DVD

**Instructions:**

1. Welcome group. Tell staff:
  - *Welcome to our 3rd and final refresher training on baby behavior. The focus of today's training is on infant sleep.*
2. Review agenda.  
Tell staff: *We will...*
  - *begin with a review of the take home activity from the Crying Training*
  - *share what parents report about their infant's sleeping and waking*
  - *review infant sleep messages*
  - *use these sleep messages to respond to parents' concerns*
  - *provide a list of teaching moments and infant sleep behaviors to observe at your WIC clinic*

### Tips

- To establish training safety, greet staff as they arrive.
- Write the agenda on a flip chart

## 2. Review *Crying Take Home Activity*

5 minutes

### Notes

**Purpose:** Revisit Crying Training by reviewing the take home activity

**Materials:**

- *Crying Take Home Activity* worksheet from Crying Training (staff brings their own)

**Instructions:**

1. Invite staff to share their findings from *Crying Take Home Activity* given during Crying Training. Tell staff:  
*At the end of the Crying Training, you were asked to look for opportunities at your WIC clinic to:*
  - 1) *Help parents calm a crying baby and*
  - 2) *Offer ideas to parents who are having difficulty calming a crying baby.*
  - *Who would like to share an experience with helping a parent calm a crying baby?*
  - *What crying message(s) did you use?*
2. Facilitator discuss as appropriate.

### Tips

- You may want to ask a few staff to come prepared to share their activity answers.
- Affirm responses to establish trust and encourage participation (*Good answers! I can tell you really thought about this, etc.*)

### 3. Warm-Up Activity – What Parents Say about Infant Sleep

5 minutes

#### Notes

**Purpose:** Engage staff in sharing parents' reported experiences with infant sleep and waking.

**Materials:**

- Flip chart and markers
- Staff Refresher Training DVD – Dr. Jane Sleep Clip
- Appendix A - Additional Sleep Scenarios (for facilitator only)

**Instructions:** Tell staff:

*Today's refresher training is about infant sleep. Many new parents are frustrated by their baby's sleep and waking.*

1. Tell staff:  
*Let's take a look at a short video clip of Dr. Jane addressing a new mother's question about her baby's sleep. (Show Dr. Jane's Sleep clip.)*
2. Tell staff:  
*Now you will have an opportunity to share some of the questions parents ask you about babies and sleep. Instruct staff to work in pairs or small groups (see Tips below)*
3. Ask each group or pair:  
*Think of **3 situations** or challenges that WIC parents report regarding their baby's sleep and waking. Focus on newborns from birth to 6 weeks of age.*
4. Give the following example:  
*A 3-week old breastfed baby usually falls asleep in his mother's arms. Every time she tries to put the baby down, he wakes up and cries.*
5. Ask each group to share, and record its group's scenarios on a flip chart (see Tips)
6. Allow two minutes for staff to discuss their ideas with each other.  
If needed, add scenarios from the Additional Sleep Scenarios (see Appendix A) that have not already been mentioned.  
Ask: *Have you heard parents share these situations?*
7. **Do not discuss solutions at this time!**
8. Thank everyone for sharing and let them know you will come back to these scenarios a little later.

### **Tips**

- Consider choosing a recorder to write the situations on the flip chart as they are called out rather than the facilitator or a person from each group.
- If more than one group reports the same situation, put a check mark next to that item rather than re-writing it.



#### 4. Revisit Sleep Messages

15 minutes

##### Notes

**Purpose:** To review sleep messages and concepts.

**Materials:**

- *Healthy Sleep for Babies* handout
  - Note:** *The CA WIC materials refer to light and deep sleep. For this training, the following terms will be used interchangeably:*
    - *active = light*
    - *quiet = deep*
- Sleep Message cards
- Staff Refresher Training DVD – Sleep clips 1-2 (4 babies)
- Appendix B – Sleep Messages (for facilitator reference only)

**Instructions:**

1. Tell staff:  
*Our next activity will review infant sleep messages.*
2. Ask staff to work in pairs or small groups.
3. Distribute *Healthy Sleep for Babies* (staff handout) to each staff member. Give each pair or group a Sleep Message card (see Tips below)
4. Each group/pair will explain its sleep message to the larger group.  
Tell staff:
  - *Your card has a sleep message on one side and information to include in your report.*
  - *Look over the *Healthy Sleep for Babies* handout for information about your assigned sleep message.*
  - *Decide who will report to the larger group and what you will say.*
5. Start with the group that has **Active Sleep**. Invite the group to share.  
Tell staff:  
*Now let's view a couple of video clips of babies in active sleep.*  
Select Sleep Clip 1-2. Pause after Baby 1.  
Ask staff:  
*What do you see?*  
Affirm responses (Baby 1 active sleep clip: arm/body movement, lifts head, grimaces, does not wake up).  
Resume video and watch Baby 2. Pause after Baby 2.  
Ask staff:  
*What do you see?*  
Affirm responses. (Baby 2 active sleep clip: smiles, eyes move under eyelids,

moves head back and forth)

6. Next, do the same with **Quiet Sleep**. Invite the group to share.

Tell staff:

*Now let's view a couple of video clips of babies in quiet sleep.* Continue Sleep Clip 1-2. View Baby 3, and pause after Baby 3.

Ask staff:

*What do you see?*

Affirm responses (Baby 3 quiet sleep clip: Mom touches baby and undresses him. He startles but does not wake).

Resume video and watch Baby 4.

Ask staff:

*What do you see?*

Affirm responses. (Baby 4 quiet sleep clip: Mom drops baby's arm, strokes baby's face and baby does not wake.)

7. The order that the remaining sleep messages are shared is not critical.

Ask staff:

*Which group would like to share next?*

8. Facilitator points out the **Tips for Sleepy Parents** from the last page of the staff handout. The facilitator emphasizes the last bullet point, "90 minutes of sleep (one adult sleep cycle)", is new information.

Tell staff:

*Research shows "getting at least 90 minutes of sleep at one time (the length of one adult sleep cycle) may help the parent feel more rested than a shorter nap. If at all possible, help parents find ways to sleep or rest quietly when the baby sleeps. "*

*Since parents might think this is impossible if they have other kids, work etc., we can help parents figure out how they could fit a short rest or nap into their day.*

9. Tell staff:

*Now that we have reviewed the key messages about sleep, what questions or comments do you have?*

### Tips

- Print and cut out Sleep Message cards prior to training. Print back to back so that sleep messages and information match. Each message and corresponding information have colored borders to make sure that the front and back of the cards

match up.

- If there are fewer than 6 groups, some groups might take more than one card. If there are more than 6 groups, several groups could take the same message.
- After each report, ask if anyone from another group has questions or wants to add information to what has already been said.

## 5. Responding to Sleep Scenarios:

15 minutes

### Notes

**Purpose:** To provide an opportunity for staff to apply their knowledge and skills about babies and sleep in practical situations.

### **Materials:**

- Scenarios on flip chart from Warm-Up (including additional scenarios added by facilitator)
- Healthy Sleep for Babies - staff handout
- Babies and Sleep Worksheet

### **Instructions:**

1. Tell staff:  
*Now that we have reviewed the messages about infant sleep, let's practice using these messages in the situations you shared earlier.*  
Ask staff to work in pairs or small groups. Distribute a *Babies and Sleep* worksheet to each individual.
2. Ask each group or pair to choose one scenario from the list of scenarios generated during the warm-up.  
Tell staff:
  - *For the purpose of this activity, consider that the babies in these scenarios are normal, healthy and thriving.*
  - *What might you say to affirm the parent in this scenario?*
  - *Determine what additional questions you might ask the parents regarding this scenario.*
  - *Decide what infant sleep message would be helpful in this scenario. What might you say to the parents?*
3. Allow a few minutes for staff to do the worksheet. If time permits, suggest that groups do a second scenario.
4. Invite small groups to share with the larger group. After each scenario is addressed, ask if others have anything to add or comment. Subsequent groups share scenarios that were not already addressed.
5. See Tips for more ideas about sharing.

### **Tips**

1. If there are some scenarios that are not addressed, and if there is time, those scenarios could be covered in the large group.
2. It is not necessary to address all of the scenarios, if time does not permit.
3. Affirm responses. Thank staff for sharing their findings and contributing to the conversation about sleep.

## 6. Sleep Take Home Activity

5 minutes

### Notes

**Purpose:** To encourage staff to use the techniques they have learned in this training when they are in the WIC clinic.

**Materials:**

- *Sleep Take Home Activity* worksheet
- Appendix D - *Sleep Scenarios for Sleep Take Home Activity* (facilitator's reference only)

**Instructions:**

1. Tell staff:  
*We want you to feel comfortable talking with parents about infant sleep. As we come to the end of our training, what questions or comments do you have about babies and sleep?*
2. Distribute the *Sleep Take Home Activity* worksheet
3. Tell staff:  
*After today's training, we'd like you to look for opportunities to help parents understand their baby's sleep and waking patterns using the sleep scenarios from the worksheet. What are your questions about this activity?*
4. Plan to share findings at a staff meeting or future training.

### Tips

Think of creative ways to encourage staff to complete this activity:

- Offer a prize to the staff or clinic that completes all items
- Assign each person 2 items to work on

## 8. Evaluation

2 minutes

### Notes

**Purpose:** Obtain staff feedback and give them a chance to reflect on what they have learned.

**Materials:**

- Evaluation (1/2 sheet)

**Instructions:**

- Ask staff to complete the evaluation.
- Thank staff for attending training and their participation.

## Appendix A: Additional Sleep Scenarios

Add these to the list of scenarios in the **Warm Up** – *What Parents Say about Baby's Sleep*, if they are not mentioned by staff:

- Baby wakes up several times a night
- Pregnant participant doesn't want to breastfeed because she wants her baby to sleep through the night.
- Sleepy baby won't wake up or stay awake for feeding.
- Mom is going back to work at 8 weeks and she wants her baby to sleep through the night.

## Appendix B: Sleep Message Cards

### 1. Active sleep

- Explain why Active Sleep is important
- Explain ways to increase Active Sleep (baby on back, breastfeeding)

### 2. Quiet sleep

- Describe what a baby in Quiet Sleep might look like
- Explain why Quiet Sleep is important

### 3. Wait to put young babies down

- Explain why young babies awaken so quickly after being put down to sleep
- Include how long to wait (about 20 to 30 minutes)

### 4. Longest Stretch of Sleep

- Include *how many hours* at a time newborns and older babies sleep at night

### 5. Babies NEED to wake up

- Explain why night waking is good for babies

### 6. Why babies wake at night

- Explain reasons for excessive waking

### New information for presentation by facilitator:

#### **Tips for Sleepy Parents**

Getting at least 90 minutes of sleep at one time (the length of one adult sleep cycle) may help the parent feel more rested than a shorter nap. If at all possible, help parents find ways to sleep or rest quietly when the baby sleeps.



## Appendix C: Sleep Scenarios for Sleep Take Home Activity

**Instructions to staff:** Choose several items from this list to do during the next month. On the back of this page, document briefly what you did or said and what happened. Be prepared to share your experiences at a future training or staff meeting.

- Observe a baby in a drowsy state
- Address a parent's concern about her baby not sleeping by explaining that infants sleep better at about 4 months, even without formula
- Explain to a parent how to recognize when her baby is dreaming and why dreaming is healthy for babies
- Explain to a parent about active sleep and quiet sleep
- Teach a parent about active sleep and why it is important
- Explain to a parent why waking is important to babies
- Teach a parent about the longest stretch of sleep for babies between birth and 6 months of age
- Help a parent, whose sleeping newborn awakens easily when laid down, to learn to wait to put her baby down until the baby is in quiet sleep (between 20 – 30 minutes)
- Share "Tips for Sleepy Parents" with a parent
- Talk to a parent about how sleep patterns change as the baby gets older
- Promote "back to sleep" to a formula feeding mom (hint: it will increase active sleep)

## Appendix D: Staff Refresher Training Sleep Materials Checklist

<b>Staff Refresher Training Module 3: Sleep</b>			
<b>Item</b>	<b>Description</b>	<b>Location</b>	
<p><b>Order Limit: 3 per clinic</b></p> <p><b>DVD:</b> Staff Refresher Training</p> <p>Item No. 961-1030</p>	<p>This DVD contains clips needed for all three staff refresher training modules. For <b>class use only</b>.</p>	<p style="text-align: center;"><b>WIC Staff:</b> Order through <a href="http://myFULFILLMENT.wa.gov">myFULFILLMENT.wa.gov</a> (WIC→Nutrition Education Materials→Baby Behavior Materials)</p>	<p style="text-align: center;"><b>Non-WIC Staff:</b> Request additional copies from <a href="mailto:Ashley.Sutherland@doh.wa.gov">Ashley.Sutherland@doh.wa.gov</a></p>
<p>Staff Refresher Training</p> <p>Facilitator's Guide: <i>Sleep</i></p> <p>Item No. 961-1034</p>	<p>Facilitator's Guide for conducting the staff refresher training Module 3: <i>Sleep</i></p>	<p>WA WIC Website <a href="#">Baby Behavior Materials</a></p>	
<p><b>Handout:</b></p> <p>Healthy Sleep for Babies</p> <p>Item No. 961-983</p>	<p>Training handouts for staff. Print at local agency, one per staff member.</p>	<p>WA WIC Website <a href="#">Baby Behavior Materials</a></p>	
<p><b>Activity:</b></p> <p>Sleep Message Cards</p>	<p>Cards for use in training activity. Print two-sided at local agency, one card per group.</p>	<p>WA WIC Website <a href="#">Baby Behavior Materials</a></p>	
<p><b>Worksheet:</b></p> <p>Babies and Sleep</p> <p>Item No. 961-1036</p>	<p>Staff training worksheets. Print at local agency, one per staff member.</p>	<p>WA WIC Website <a href="#">Baby Behavior Materials</a></p>	
<p><b>Worksheet:</b> Sleep Take Home Activity</p> <p>Item No. 960-1036</p>	<p>Staff take home activity. Print at local agency, one per staff member.</p>	<p>WA WIC Website <a href="#">Baby Behavior Materials</a></p>	
<p>Staff Refresher Training</p> <p>Evaluation</p> <p>Item No. 961-977</p>	<p>Half-sheet. Print at local agency, one per staff member</p>	<p>WA WIC Website <a href="#">Baby Behavior Materials</a></p>	

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