

Bottle feeding policy and procedures

Many babies attending the nursery will be bottle fed therefore the following guidelines are in place.

We aim to follow each child's individual feeding routine which is discussed with the parents during the child's settling in sessions. Any changes must be shared and updated when necessary.

All bottle fed babies have a form completed and signed daily by the parents which informs the staff of how many feeds per day and the amount required (ml/oz).

We follow the Department of Health and Food Standards Agency Guidelines which advises bottles do not come into the nursery pre-made.

We ask that parents bring in sterilised bottles for each feed.

We ask that powdered formula milk is provided in pre-measured containers for each separate feed.

Liquid formula must be stored according to the manufacturer's instructions. This will be labelled with the baby's name and once opened, can be stored in the fridge for 24 hours.

All breast milk should be kept in named, sealed, dated containers/bags on the top shelf at the back of the fridge with the child's name on. This can be kept in the fridge for up to 5 days, so long as the fridge temperature does not exceed 4c.

Microwaves should never be used to warm bottles.

Babies/children will not be left unattended with bottles propped up to feed as this increases the risk of choking and is unsafe practice.

Feeds will be recorded in the baby's individual daily diary's.

Bottle Prep Guidance

Powdered Formula

1. Check/fill the water in the perfect prep machine.
2. Turn the dial on the machine to the correct number of ounces (check individual baby's milk form).
3. Clean/disinfect the bottle prep mat.
4. Wash hands.
5. Place the bottle under the spout on the perfect prep machine and the teat covered by the lid on the bottle prep mat.
6. Press the on/off button (a red light will appear). The prep machine will beep once the correct amount of hot water has been added into the bottle (you have around 2 minutes to add the powdered formula before an alarm will sound and the process will have to be started again).
7. Add the formula (this will be premeasured by the parents) and shake- when shaking hold the edge of the teat and make sure the lids is on firmly.
8. Place the bottle back under the spout of the prefect prep machine before pressing the button again (this will now be green) and the correct amount of cold water will be added.
9. Place the teat/lid back on the bottle, making sure you hold the edge of the teat and that the lid is on firmly.
10. Test the temperature of the milk using the thermometer- the thermometer is to be cleaned using anti-bac and wiped before being used*. The formula should be no hotter than 38 degrees - (*the thermometer should be cleaned using anti-bac after each bottle has been made, ready for the next bottle).
11. Dispose of any unused milk

BOTTLES MUST BE WASHED WITH WARM SOAPY WATER IMMEDIATELY AFTER USE READY FOR THE CHILD TO TAKE HOME AFTER EACH SESSION.

Bottle Prep Guidance

Pre-made Formula

1. Clean and disinfect the Bottle Preparing mat
2. Wash hands
3. Stand the bottle on the bottle prep mat, keeping the teat and lid on the upturned lip of the sterilizer. Avoid putting these on the work surface.
4. Pour the pre-measured formula into the bottle (check individual baby's milk form.)
5. Holding the edge of the teat, put it on the bottle.
6. If milk is being served warm, use the bottle warmer to do so.
7. Use the thermometer probe to check the temperature of the warmed milk, the milk should be no hotter than the 38 degrees. the thermometer probe should be cleaned with anti-bac before each use and then should be cleaned before putting put away.
8. Throw away any unused milk from bottle.
9. Once opened, any unused liquid infant formula that remains in the carton needs to be stored at the back of the fridge on the top shelf with the cut corner turned down for no longer than 24 hours. Each carton should be clearly labelled with the child's name and the date it was opened.

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Bottle Prep Guidance

Breast Milk

1. Clean and disinfect the Bottle Preparing mat
2. Wash hands
3. Stand the bottle on the bottle prep mat, keeping the teat in the lid-avoiding resting it on the work surface.
4. Pour the amount of breastmilk into the bottle (check individual baby's milk form for the amount of ounces)
5. Holding the edge of the teat, put it on the bottle.
6. If milk is being served warm, use the bottle warmer to do so
7. Check the temperature of the warmed milk using the thermometer*, the milk should be no hotter than 38 degrees. *thermometer should be cleaned using anti-bac before each use and then again once the bottle is ready and been made.
8. Throw away any unused milk from bottle.

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Bottle prep guidance

Cows/alternative milk

1. Clean/disinfect milk prep mat.
2. Wash hands
3. Place the bottle on the bottle prep mat, making sure the teat is covered by the lid and that it isn't on the work surface.
4. Pour the amount of milk into the bottle (check individual baby's milk form for amount of the ounces).
5. If the milk is to be warmed, use the bottle warmer to do so.
6. Check the temperature of the milk by using the thermometer probe, the milk should be no hotter than 38 degrees. The thermometer probe is to be cleaned using anti-bac and then wiped before each use and then again before being put away.
7. Throw any unused milk away.

BOTTLES MUST BE WASHED WITH WARM SOAPY WATER IMMEDIATELY AFTER USE READY FOR THE CHILD TO TAKE HOME AFTER EACH SESSION.

Reheating Food - Baby Barn

- Food to only be reheated in The Barn, with the use of a microwave
- Stir throughout cooking time ensuring that there are no hot spots
- Always follow manufacturers instructions if there are any. Include advice on standing and stirring.
- Food that has been reheated should be cool as quickly as possible and served immediately.
- Food needs to be reheated to **75 degrees c** - use thermometer to check

Remember, reheating means cooking again, not just warming up. Always reheat food until it is steaming hot all the way through (you should only do this once).