Bottle Feeding Policy

Policy

At Monkey Puzzle we promote individual feeding plans which are tailored to a child's care routine. We believe bottle feeding is a critical time to form positive attachments and embed the key person approach.

Children should not be left unsupervised during feeding times, and should not be prop fed nor should apparatus be used when feeding.

Procedure

- When children are having formula milk during their time at Monkey Puzzle sterile bottles must be provided.
- Parents can provide the nursery with boxed formula (however this must be un opened). Staff must ensure that they clearly label the box with the child's name and the date it has been opened, this will stay at the setting and will be sent home at the end of the fourth week. Staff will inform parents of when new formula is needed.
- Parents may also choose to provide Monkey Puzzle with the ready to feed liquid , again this must be labelled with the child's name. Once opened this can be kept for up to two hours in the fridge and must clearly show the date and time the milk was opened.
- Parents must inform staff of how many ounces the child requires and what times. This will be recorded on the *Milk Preparation chart*. Parents must remember to inform staff of any changes to their child's feeds.
- The bottle recording Form must be used to ensure the correct milk and bottles are used.

Fomula Bottles will be made up when required during the day in accordance with the following procedure:

- Wash hands with warm soapy water on entering the kitchen and put on a disposable apron
- Clean the surface thoroughly where the bottle is to be prepared
- Boil a freshly filled kettle of tap water and allow it to cool to no less than 70° C (not more than 30 minutes)
- Check they have the correct bottle for the child and that the correct bottle label is used.
- If using boiled water method, fill the bottle with the correct amount of cooled water (ensure water is poured into the bottle first)
- Bottle preparation machines may be used if this is the nurseries preference, and nursery must ensure to follow the manufacturers guidance. However, the water must be checked daily to confirm that it is reaching above 70 degrees, this will ensure that any bacteria are killed in the formula. This MUST be added to your baby room opening checks, and your risk assessment for your Milk preparation machine. The procedure to check the

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water will be to administer the 'hot shot' test the temperature of this with a probe and document this within the opening check, this water must then be disposed of. If the temperature does not reach over 70 degrees, the machine can no longer be used. This MUST be added to your baby room opening checks, and your risk assessment for your milk preparation machine.

- To prevent burns and scalds, test the temperature of the milk by using a kitchen probe before giving it to the child. It should be body temperature (36.4), or below.
- If it is too hot, cool it down by running it under a cold water tap (with the lid on covering the teat) until it is ready for use.The feed is then ready to give to the child
- Add the milk powder, shake to mix thoroughly and re-assemble the bottle
- Staff should wash their hands again and put a bib on the child
- Check that the bottle is correct inline with the childs individual needs.
- Sit comfortably with the child nestled in your arm and gently put teat into the child's mouth.
- Ensure that the teat remains full of milk to avoid the child taking in air.
- Maintain eye contact with the child to provide a comfortable snuggle time.
- When the child has finished, sit them up gently and wind them if necessary, by gently rubbing/patting child's back.
- Discard any feed that has not been used within 2 hours
- Wash and sterilise bottles to ensure they are ready for next use.
- Note amount of milk consumed and sign Milk Record Form to confirm its been given.

Cow's milk will be made up when required during the day in accordance with the following procedure:

- Wash hands with warm soapy water on entering the kitchen and put on a disposable apron
- Clean the surface thoroughly where the bottle is to be prepared
- Check they have the correct bottle for the child and that the correct bottle label is used.
- Fill the bottle with the correct amount of cows milk. (Blue milk is for under 2 years olds)
- If there is a requirement for heated cows milk then the prepared milk bottle should be placed into a jug of hot water or a bottle warmer can be used.
- To prevent burns and scalds, test the temperature of the milk by using a kitchen probe before giving it to the child. It should be body temperature (36.4), or below.
- If it is too hot, cool it down by running it under a cold water tap (with the lid on covering the teat) until it is ready for use.The feed is then ready to give to the child
- Staff should wash their hands again and put a bib on the child
- Check that the bottle is correct inline with the childs individual needs.
- Younger children must be supported during feeds, where children show ability to self feed this should be encouraged. All children should be supervised at all times.
- Discard any feed that has not been used within 2 hours
- Wash and sterilise bottles to ensure they are ready for next use.
- Note amount of milk consumed and sign Milk Record Form to confirm its been given.

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Breast milk will be made up when required during the day in accordance with the following procedure:

- Upon first visit and induction, parents of a breastfeeding child will be made aware that the setting is breast feeding friendly and a copy of the policy made available.
- When handling breast milk please ensure aprons and gloves are worn
- Clearly labelled and dated Breast milk will be stored in a sterile container or in special breast milk storage bag.
- Breast milk will be stored in the fridge for up to five days at 4C or lower, for two weeks in the ice compartment of a fridge or for up to six months in a freezer.

Defrosting frozen breast milk

- Breast milk that's been frozen is still good for a child.
- It's best to defrost frozen milk slowly in the fridge before giving it to the child.
- If you need to use it straightaway you can defrost it by putting it in a jug of warm water or holding it under running warm water whilst still in the sterile container or breat milk bag.
    - Once it's defrosted, use it straightaway.
    - **Do not re-freeze milk that has been defrosted.**

Warming breast milk

- Wash hands with warm soapy water on entering the kitchen and put on a disposable apron
- Clean the surface thoroughly where the bottle is to be prepared
- Check they have the correct bottle for the child and that the correct bottle label is used.
- Expressed milk can be used straight from the fridge if the child is happy to drink it cold, or you can warm the milk to body temperature by putting the bottle in a jug of warm water or using a bottle warmer.
- To prevent burns and scalds, test the temperature of the milk by using a kitchen probe before giving it to the child. It should be body temperature (36.4), or below.
- If it is too hot, cool it down by running it under a cold water tap (with the lid on covering the teat) until it is ready for use.The feed is then ready to give to the chi
- Staff should wash their hands again and put a bib on the child
- Check that the bottle is correct inline with the childs individual needs.
- Sit comfortably with the child nestled in your arm and gently put teat into the child's mouth.
- Ensure that the teat remains full of milk to avoid the child taking in air.
- Maintain eye contact with the child to provide a comfortable snuggle time.
- When the child has finished, sit them up gently and wind them if necessary, by gently rubbing/patting child's back.
- Discard any feed that has not been used.

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- Wash and sterilise bottles to ensure they are ready for next use.
- Note amount of milk consumed and sign Milk Record Form to confirm its been given.

Sterilising of bottles, feeding equipment and dummies

Before sterilising, staff must always:

- Clean the feeding bottles, teats, caps and covers in hot, soapy water as soon as possible after a feed, using a clean bottle brush; teats can be cleaned using a special teat cleaner; turn teats inside-out to ensure all milk deposits are removed and wash in the same way as the bottles
- Rinse all the equipment in clean, cold running water.

Steam sterilisers must always be used according to the the manufacturer's instructions, a copy of which must be available in the location of the steriliser. A risk assessment **must** be completed for the use of steam steriliser.

Further guidance

- Safer Food Better Business (Food Standards Agency) https://food.gov.uk/business-guidance/safer-food-better-business-sfbb
- Bottle Feeding Advice (NHS) https://www.nhs.uk/conditions/baby/breastfeeding-and-bottle-feeding/bottle-feeding/advice/
- Start 4 Life (NHS Guidance) https://www.nhs.uk/start4life/baby/breastfeeding/expressing-and-bottle-feeding/bottle-feeding

Linked Policies

Maintaining Food Standards Policy
Mealtime Policy

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