

Bottle Making Policy

Many of the babies attending nursery will be bottle fed and therefore the following guidelines are in place. This must be shared with parents of bottle-fed babies when they start at the nursery.

We aim to follow each child's individual feeding pattern whilst they are at nursery. Parents are asked to share information about their child's feeding pattern with staff and to update staff as and when there are any changes. All bottle-fed babies must have completed their all about me on tapestry and clearly state the number of feeds per day, times of feeds and the quantity (ml/oz.) These forms must be updated as and when needed.

The nursery is not able to make up formula feeds which have been mixed with other powder/food. If parents have an unusual feeding requirement (such as mixing the formula with other powder/food) this must be discussed with the Nursery Manager. It may be necessary for written confirmation to be gained from the baby's health visitor/doctor.

Parents/ Carers

- Please supply your babies clean, sterilised bottles with lids intact and enough bottles for the amount of feeds they will need as we do not have the equipment to sterilise bottles.
- Please supply either a tin of unopened formula or milk containers with the amount of milk clearly labelled on the tub. We can also accept the premade, individual cartons of milk.
- All bottles and milk containers need to be clearly labelled with the child's full name and the date it was opened. Any opened tins of baby formula must be disposed of after 4 weeks of being opened.

Procedure for making formula feeds using a kettle:

- Wash hands with soap and water and then dry. Wear an apron.
- Boil fresh tap water in a kettle. Important: Allow the boiled water to cool to no less than 70° C. This means in practice using water that has been left covered, for less than 30 minutes after boiling.
- Pour the amount of boiled water required into the sterilised bottle.
- If using a tin of formula use the scoop from inside the tin, fill the scoop and level the top off using a clean knife. Then add the required amount to the bottle.
- If using a premeasured container, pour the entire contents into the bottle.
- Seal and shake the bottle in a circular motion well to mix contents (shaking up and down can cause a lot of air bubbles in the milk)
- Cool to feeding temperature using either a jug of cold water or running it underneath a cold tap
- Check the temperature by shaking a few drops onto the inside of your wrist, it should feel lukewarm, not hot - Discard any feed that has not been used within an hour

According to the Food Standard Agency, Department Of Health and the NHS the best way to prevent a baby becoming ill is to make up all formula feeds fresh, as and when they are required by the baby. (With the exception of shop bought sealed pre-made milk).

Procedure for making formula feeds using a prep machine:

- Wash hands with soap and water and then dry. Wear an apron.
- Ensure fresh water has been put into the prep machine.
- Follow the instructions on the screen to ensure you choose the correct bottle size in oz's

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- The filter will be changed every 3 months and a deep clean carried out by the prep machine itself. This will not allow any use until the deep clean has been completed.
- Staff are to clean down all areas of the prep machine after each bottle has been made.
- Bottles are made to a body temperature and are available to be given straight away, however practitioners will still check the temperature to ensure the machine has worked.
- Prep machines ensure that the hot shot kills any bacteria in the formula, but is the correct temperature to ensure it does not scald the milk.

Warming pre- made bottles.

- Pre-made bottles from home will not be used
- Bottles need to be warmed in a jug of boiling water- No bottle should ever be left in the warm water for over 30 minutes.
- Shake the bottle well to make sure it is heated evenly
- Check the temperature by shaking a few drops onto the inside of your wrist, it should feel lukewarm not hot.
- Discard any feed left that has not been used within the hour.

Introducing Cow's Milk

- Current guidelines state that children from their first birthday can be given cow's milk as a drink rather than formula and/or breast milk. Prior to this cow's milk products (yoghurt, cheese etc.) may be introduced in food from 6 months. Cow's milk is normally introduced slowly to allow the child's system to adapt. Practitioners must consult with parents when the child turns one to ensure they are happy for the nursery to introduce cow's milk to the child.

Further guidance/reading

- The Food Standards Agency - <https://www.food.gov.uk/>
- The Department of Health - <https://www.gov.uk/government/organisations/department-of-health>
- NHS - <https://www.nhs.uk/conditions/pregnancy-and-baby/making-up-infant-formula/>

This policy was implemented by Springboard Management Team: please note all policies and procedures will be reviewed on a yearly basis, unless there is a need to implement changes prior. Please note any updates and changes will be forwarded by email.

Date: 01.09.2023