

# Bottle Feeding Policy



## Policy

At Tiny Oaks Day Nursery 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 have formula milk during their time at Tiny Oaks Day Nursery bottles are provided for staff to sterilise.
- Parents can provide the nursery with boxed formula (however this must be unopened and in date). 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.
- We will provide stage one formula for children under the age of one on request after four weeks the remainder will be given to the child's parents.
- Parents may also choose to provide Tiny Oaks Day Nursery 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, in writing, of any changes to their child's feeds.
- The bottle recording Form must be used to ensure the correct milk and bottles are used.

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

- Clean the surface thoroughly where the bottle is to be prepared
- Wash hands with warm soapy water before beginning to prep bottle
- 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
- 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 nursery preference, but must always be used in accordance to the manufacturer's instructions

# Bottle Feeding Policy



- To prevent burns and scalds, test the temperature of the before giving it to the child. Shake a few drops onto the inside of the wrist it should feel lukewarm, not hot (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

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

- Clean the surface thoroughly where the bottle is to be prepared
- Wash hands with warm soapy water before beginning to prep bottle
- Check they have the correct bottle for the child
- 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 Shake a few drops onto the inside of the wrist it should feel lukewarm, not hot (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

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

- When handling breast milk please ensure hands are thoroughly washed with soap
- Clearly labelled and dated Breast milk will be stored in a sterile container or in special breast milk storage bag that are provided by parents.
- 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

### **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 breast milk bag.
  - Once it's defrosted, use it straightaway.
  - **Do not re-freeze milk that has been defrosted.**

# Bottle Feeding Policy



## Warming breast milk

- Clean the surface thoroughly where the bottle is to be prepared
- Wash hands with warm soapy water before beginning to prep bottle
- Check they have the correct bottle for the child.
- 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 Shake a few drops onto the inside of the wrist it should feel lukewarm, not hot (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

## Feeding Baby

- 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.

## 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.

Cold water sterilisers are to be filled with cold water at the start of the day, following the guidance on the sterilising tablets / fluids packaging. To be kept at the back of the bottle preparation area, out of reach of children.

## Further guidance

# Bottle Feeding Policy



- 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

This policy was adopted on	Signed on behalf of the nursery	Date for review
16/1/2023	<i>m khaira</i>	16/01/2024