



# Staghills Nursery School and Extended Services

## Infant Breast or Formula Milk Feeding Policy

### November 2024

#### Breast Milk Policy

Staghills Nursery School participates in the active encouragement of mothers to breast feed their babies. Therefore, the nursery has put into place a policy and associated procedures to detail those arrangements necessary for the safe storage and use of breast milk.

#### Containers

- Breast milk should be brought to the nursery in a sterilized bottle or in a sterile breast milk bag, suitable for the purpose of refrigerated storage and clearly marked with the child's full name.
- Bottles will be returned to parents/carers at the end of each nursery day.
- The containers will be washed, but not sterilised.
- Parents must ensure that the container is sterilised before re-use.

#### Storage

- Breast milk should be provided on a daily basis. Unused milk will be discarded at the end of each feed.

#### General Handling

Staff will ensure that the following policy is strictly adhered to;

- Breast milk is to be kept sterile at all times.
- Staff will not leave breast milk at room temperature for more than 1 hour.
- Staff will not heat breast milk on the stove or in the microwave.

#### Nursery Breast Milk Procedures

- The following procedures are to be used by all staff handling, storing or using breast milk to feed an infant:

#### On Delivery

- Ensure that the parent has provided the breast milk in an airtight bottle clearly marked with the child's name and dated.

- Breast milk is to be placed at the back of the fridge where it is the coolest prior to feeding an Infant with breast milk.
- Before feeding an infant with breast milk, ensure that:  
A positive identification of the child is made, the date is checked and the correct breast milk is fed to the correct child.  
Staff may choose to put on gloves and an apron when feeding a child breast milk.

### **Warming Breast Milk**

- Breast milk is to be warmed to a suitable body temperature to take the 'edge' off the milk by placing it in a bottle warmer.
- The milk is then to be checked for temperature to ensure that the milk is cool enough for the baby to drink, using a temperature probe. The temperature should be no more than 37 degrees Celsius.
- Breast milk will not be heated on the stove or in the microwave.

### **Feeding an Infant with Breast Milk**

- Feed the baby as normal using a suitable bottle and teat, provided from home.
- Ensure that the baby is 'winded' correctly.

### **After feeding an infant with Breast Milk**

- Unused breast milk (in that bottle) is to be discarded after 1 hour
- Record feed time and amount taken by the child.
- Discard gloves and apron.
- After final feed or at the end of the day discard all thawed and unused breast milk stored for that child.

### **Hygiene**

Breast milk is a bodily fluid, which carries with it a (small) risk of infection and/or disease. The nursery policy is to advise staff handling or carrying out the feeding of breast milk to protect themselves against the risks of infection by;

- Implementing good hygiene practices.
- Using the PPE provided (advisable but not mandatory).
- Avoiding actual contact with the breast milk,
- Only employees that hold a level 2 food hygiene, and been trained in safer food better business or have undertaken training by management will undertake feed preparation duties.

## **Formula Milk Policy**

Those parents whom have requested their child to have formula milk at nursery must;

- Provide either: a carton of ready to use formula milk, sealed pre- prepared formula powder as originally purchased or pre prepared- formula powder in a sealed airtight container (with suitable pre- measured compartments which is named) alongside a suitable named bottle.
- In the above circumstances the nursery Room Leader must ensure that if a parent provides separate bottle and formula powder, the parent must state in writing the amount of boiled water that is to be used to make the formula milk i.e.

If a baby is provided with enough powder for 6 oz of milk then the written permission must state 6 oz of water. This written permission should be included in the child's Pen Portrait.

- If a parent provides suitable ready-made formula milk in cartons, which can be opened at nursery, it should then then discarded at the end of the day.
- The Formula Milk carton is to be warmed as advised on the carton itself.
- The following procedures are to be used by all staff, handling, storing or using formula milk to feed a baby;

### **On Delivery**

- Ensure that the parent has provided the powder in an airtight container /or a carton of formula milk and a pre-sterilised bottle clearly marked with the child's name prior to feeding a baby with formula milk.
- Before feeding a child with formula milk, ensure that;
- A positive identification of the baby is made, and the correct formula milk is fed to the correct child.

### **Preparing Formula Milk**

- To prepare formula milk staff must;
- Put on a disposable apron (advisable but not mandatory).
- Read thoroughly the parents' instructions to indicate the amount of water that is to be boiled.
- Boil the kettle and leave to cool slightly.
- Wash hands.
- Measure the correct quantity of water into the bottle.
- Allow the water to cool for at least 20 minutes so that a reaches a temperature of approximately 70 degrees.

- Mix into the water the correct measurement of formula powder from the premeasured powder container.
- Attach the sterilised teat and shake the bottle vigorously.
- The milk is then to be tested using a temperature probe so that it is at body temperature. The temperature should not be over 37 degrees Celsius.
- If the milk is still too warm to feed the baby with, hold the bottle under cool running water until it cools and test using the probe again.

### **Feeding Using Formula Milk**

- Feed the child as normal using their bottle and teat.
- Ensure that the child is 'winded' correctly.
- After feeding a baby with formula milk, discard any milk that has not been used within 2 hours of preparation and within 1 hour of feeding.
- Record feed time and amount taken by the child.

### **Staff Responsibilities (Breast and Formula Milk)**

- Staff will follow the correct procedures for handling either formula or breast milk and will adhere to both Food Hygiene standards and Health and Safety guidelines.
- Staff will adhere to this policy and its procedures.
- Staff will ensure that the 'Breastmilk/ Formula Milk Log' is filled in accordingly.
- Staff should record the amount of formula or breast milk consumed by the child, so that the parent can be informed of the child's intake for that day.
- During a feed: Babies will never be left unsupervised.
- A member of staff (if possible their key person) should hold the baby and sit on the armchair in the baby room.
- Staff are not required to wear gloves or aprons when feeding bottles to babies as it is important to make them feel comfortable and to feed them in a 'home like' environment.
- Children must not be allowed to walk about the room with a bottle to feed themselves.
- The children's individual needs will be discussed with parents to ensure that they are met.
- Feeds will be prepared as and when they are required by the babies and not as part of the nursery routine.

**This policy will be renewed every 3 years, or in response to any health, education or government update.**

### Breastmilk/ Formula Milk Log

Child's Name:

	Time	Amount taken	Comments	Staff initials
Monday				
Tuesday				
Wednesday				
Thursday				
Friday				

This sheet is to be discussed with parents at the end of the session/day. Parents may request to take this sheet home, otherwise it will be properly disposed of in nursery.