

## Bottle Feeding and Breast Milk Procedure

Babies are to be fed in accordance with their parents' wishes. These must be discussed with the child's Key Person and recorded on the child's **Getting to Know Me** form when they settle in and updated regularly.

Current Guidance from the Food Standards Agency at the time of printing has been used in the development of this procedure.

The Nursery will provide the following brands of ready-to-feed liquid formula milk: Aptamil, Cow & Gate and SMA. The Nursery will also provide organic cow's milk for children over the age of 1 years old.

### Communicating with Parents/Carers

On arrival at the Nursery each day, the Key Person will discuss with the parents/carers the time of the baby's previous bottle or feed at home. This is logged on the **Bottle Log and Intake Form (Appendix 39)**.

Parents must inform staff of how many ounces the child requires and what times. This will be recorded on the bottle list. Parents must remember to inform staff of any changes to their child's feeds.

### Safe Hygiene

Before making any milk feeds:

- ICP Nurseries will provide ready-to-feed liquid formula milk. Parents are not permitted to bring milk feeds from home, unless this is due to a dietary or medical requirement, such as an allergy or intolerance.
- We will provide sterile bottles for the number of feeds babies require in a day. If these are not suitable the parent/carer can provide a sterilised bottle from home.
- Milk Feeds will be made up as and when required by the child, during the day in accordance with the procedures below.
- In line with NHS guidelines for bottle feeding, bottles will be provided when milk is needed but must not be provided just to comfort the child.
- 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 (labelled).

After the feed has been made:

- To prevent burns and scalds, test the temperature of the milk by putting a few drops onto the inside of the wrist, before giving it to the baby. It should be body temperature (36.4), or below. This means it should feel warm or cool, but not hot.
- 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 baby

- Once the bottle has been made a Senior Practitioner (level 3 or above) must sign the **Bottle Log and Intake Form (Appendix 39)** to ensure it has been checked and given to the correct child.
- Note the amount of milk in the bottle
- Sit comfortably with the baby nestled in your arm and gently put teat into the child's mouth.
- Children are never to be fed in a baby bouncer / bean bag or left unattended with a bottle.
- It is not permitted to prop a baby's bottle up with an object when feeding.
- Ensure that the teat remains full of milk to avoid the baby taking in air.
- Maintain eye contact with the child to provide a comfortable snuggle time.
- When the baby has finished, sit them up gently and wind them if necessary, by gently rubbing/patting baby's back
- Record how much milk has been drunk on the **Bottle Log and Intake Form (Appendix 39)** and Baby Diary.
- Staff must ensure that any formula used to make up breakfast is also recorded onto the **Bottle Log and Intake Form (Appendix 39)**.
- Discard any feed that has not been used within 1 hour
- The bottles should then be thoroughly washed ready to be sterilised.

#### **Ready-to-feed liquid formula procedure**

- The senior practitioner will decant the ready-made carton of milk into the sterilised bottle, to the amount required.
- The bottle of milk will be heated in a bottle warmer; jugs of hot water / microwaves are not permitted to heat a bottle up.
- Boil a freshly filled kettle of tap water.
- Add the ready-made formula milk to the bottle.

#### **Preparing feeds using formula from home procedure**

- Parents may choose to provide the Nursery with a ready to feed liquid formula of their choice. This must be labelled with the child's name and must clearly show the date and time the milk was opened. Once opened this can be kept for up to 24 hours in the fridge.
- Parents can provide the Nursery with boxed dry formula (however this must be unopened). 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.
- Or, a separate smaller container should be provided by the parents/carers with the exact amount of measured formula powder for a feed in. The container should be clearly labelled with the baby's name and the date, and number of scoops.
- Boil a freshly filled kettle of tap water and allow it to cool to no less than 70° C (not more than 30 minutes)
- Fill the bottle with the correct amount of cooled water (ensure water is poured first)
- Add the milk powder, re-assemble the bottle. Shake to mix thoroughly.

### **Cow's milk feed procedure**

- Fill the bottle with the correct amount of cow's milk. (Blue milk is for children under 2 years old)
- The bottle of milk will be heated in a bottle warmer; microwaves are not permitted to heat a bottle up.

### **Breast milk feed procedure**

ICP Nurseries are Breastfeeding Friendly and aim to support and empower families to feel confident breastfeeding. We aim to make mothers feel comfortable in our Nursery should they wish to breast feed their babies. Our baby rooms are equipped with a feeding chair which feeding mothers can use should they wish to return to the Nursery at the feeding times of their child. Advice will be offered to the parents/carers where the baby is being breastfed the Nursery will endeavour to maintain the family's wishes using safe practices.

- Breast milk must be stored in a sterile container or in special breast milk storage bags
- 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.
- Breast milk that has been cooled in the fridge can be carried in a cool bag with ice packs for up to 24 hours.
- Storing breast milk in small quantities will help to avoid waste. If you are freezing it, make sure you label and date it first.

### **Defrosting frozen breast milk**

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

### **Warming breast milk**

- The bottle of milk will be heated in a bottle warmer; jugs of hot water / microwaves are not permitted to heat a bottle up.
- You can feed expressed milk straight from the fridge if the baby is happy to drink it cold.

When handling breast milk please ensure aprons and gloves are worn.

### **Bottle Feeding children with dietary requirement**

When making up a bottle for a child with a dietary requirement practitioner must refer to the **Dietary Requirement policy**. Dietary Requirements will be categorised into the colours below:

**Red – Food Allergy and Intolerance**

**Yellow – Religious and Cultural preferences**

## Blue – Parent Preferences

The Nursery will provide coloured bottles which correspond to each of the requirements. Children and Babies with dietary requirements will have their milk made up in the correct colour bottle according to the child's dietary need.

### **Sterilising of bottles, feeding equipment and dummies**

ICP nurseries do not use cold-water sterilising solutions but instead use steam sterilisers.

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.

Sterilizing tablets or solution must not be used in the Nursery.

Steam sterilisers must always be used according to 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.

### **Quantity of bottle feeds**

Every child is very different when it comes to bottle feeding however the table below provides a rough estimation of the quantity of milk a baby should intake daily.

<b>Age</b>	<b>Average number of feed's in 24 hours</b>	<b>Average daily fluid intake</b>
Birth to 3 months	6 – 8 feeds Every 3 to 4 hours	150ml-200ml baby per kg
4 to 6 Months	6 – 8 feeds Every 4 to 6 hours	150ml-200ml baby per kg
7 to 9 months	4 feeds Also weaning starting	500ml-600ml per day
10 to 12 months	3 Feeds Also having 3 meals a day	500ml-600ml per day
12 + months	3 meals and 2 snacks Plus 3 milk beakers (Full fat cow's milk)	400ml-500ml per day No more than 600ml per day

### **Moving on from bottle feeds**

We will work together with parents regarding weaning and offer any support, as required.

The UK Government recommends that by the time a baby is one year old, they should have stopped using a bottle for all drinks. This is mainly to allow baby to learn to 'sip' from an open cup or beaker, rather than the 'sucking' action needed when drinking from the bottle.

There are other reasons why babies should give up the bottle too. Babies need to effectively develop the muscles in their mouths, in order to learn to speak and develop their speech. Research suggests that prolonged bottle use, as well as prolonged use of dummies, may have detrimental effects on a child's speech development.

From 12 months a child should be moving on from formula/breastmilk to cow's milk (or alternative if advised by a health practitioner such as a GP). A baby over 12 + months should have at least 350ml of milk a day in beaker. Whole milk should be given to children until they are 2 years old, as they need the extra energy and vitamins it contains. Semi skimmed milk can be introduced once a child is 2 years old.