



BOTTLE AND BREAST FEEDING

Parent and Practitioner Formula Milk Preparation and Feeding Guidelines

Staff at Colourbox Montessori School follow guidelines for preparing formula milk for infants in accordance with policy published by The Food Standards Agency and The Department of Health.

We ask that parents help with this in the following ways:

- Provide clear written instructions for times and quantities of feed.
- A new bottle and teat should be provided and clearly labelled with child's full name.
- Provide the formula powder inside its sealed original container; this is the best way for practitioners to ensure they are preparing feeds correctly, in accordance with the guidelines detailed on the packet or tin.
- Label the formula container with child's full name.

We are only able to prepare bottles following exact instructions on the container. Any changes to preparation may only be carried out with written instructions from the child's GP.

According to the Food Standards Agency and Department of Health, 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.

Colourbox Montessori School staff will follow the routine below to ensure best practice when carrying out this task:

- Clean the surface thoroughly on which to prepare the feed.
- Wash hands with soap and water and then dry.
- Pour the amount of boiled, cooled water required into the sterilised bottle from the water dispenser.
- Add the exact amount of formula as instructed on the label.
- Re-assemble the bottle following manufacturer's instructions.
- Shake the bottle well to mix the contents.
- Check the temperature by shaking a few drops onto the inside of your wrist – it should feel lukewarm, not hot.
- Sign and date on formula sheet after preparing each feed.
- Discard any feed that has not been used within one hour.
- Clean bottles thoroughly immediately after use.
- Store bottles with lids on.

We are unable to reheat or serve pre-prepared formula brought in from home. We recognise that parents may wish to provide pre-prepared milk in sealed cartons, so when warming milk feeds for babies, the practitioners will carry out the following procedure:

- Transfer the formula to a sterile bottle.
- Re-warm using a bottle warmer, or by placing in a container of warm water. (In accordance with The Food Standards Agency and the Department of Health: Microwaves should never be used for re-warming a feed.)
- Shake the bottle to ensure the feed has heated evenly.
- Check the feeding temperature by shaking a few drops onto the inside of the wrist - it should be lukewarm, not hot.
- Sign and date on formula sheet after preparing each feed.
- It is bad practice to leave a bottle warming for longer than 15 minutes. Therefore, any feed that is accidentally left to heat for longer than 15 minutes will be discarded.
- Clean bottles thoroughly straight away and store with lids on.

Food Standards Agency and Department of Health, found at:
<http://www.food.gov.uk/multimedia/pdfs/formulaguidance.pdf> 2

Breast Milk Feeding Guidelines

Colourbox Montessori is committed to supporting mums who breastfeed their babies.

A breast-feeding chair is provided should a mum need to feed her child at nursery. Times should be arranged with the Room Leader.

Expressed breast milk should be brought in either freshly defrosted or freshly expressed and chilled for use that day.

Expressed breast milk brought into the nursery must be in a labelled bottle providing the following information; child's name and the date the milk was expressed. Unlabelled milk cannot be accepted.

Breast milk will be heated in the bottle warmer as stated above.