

**BOTTLE PREPARATION, FEEDING AND EARLY FOODS POLICY****(BP)****Mandatory – Quality Area 2****CSReg Div2-Reg46,47****POLICY**

Outlets Co-operative Neighbourhood House LTD puts “Best Practice” to ensure Preparation of Bottle Feeding, and preparation of supplied foods for children are safe and nutritious for healthy growth and well-being. To ensure that all infants requiring bottle have them prepared safely and hygienically and that practices meet Work Health and Safety Standards, and current Food Safety Standards.

SCOPE

This policy applies to parents/guardian, the Committee of management, Approved Provider, Nominated Supervisor, Day-to-day Supervisor, placements, staff and volunteers involved in the preparation and provision of food that will be consumed by children at this service.

Parents/Guardians are to supply their child/ren meals, snacks. 2xSnack and Lunch

Guidelines:

Children Under 12 Months:

Feeding schedules for infants are flexible

Parents are involved in food decisions for their child

Outlets Co-operative Neighbourhood House LTD *encourages* Parents to pack healthy foods and mindfulness to be NUT conscientious FREE.

Breastfeeding:

Arrangements for comfortable breastfeeding at the centre can be made.

Alternatively, you can express your milk for feeding by the staff

Expressed Breast Milk (EBM):

Parents will give EBM to staff immediately upon arrival to place in the refrigerator in bottles clearly labelled

Parents will discuss what to do if EBM runs out Breast milk cannot be heated in the microwave

Place the bottle containing the breast milk,

in a jug of cool water and **slowly add warmer** water to the jug until the milk reaches the correct temperature (Breast milk can only be **warmed once**)

Test the temperature of the milk on the **inside of your wrist** if it is not warm enough heat for 5-10 sec more.

Infant Formula:

Bottles are to be made up at home and given to staff, clearly labelled for refrigeration

Alternatively, Parents are to bring in premeasured amounts of their formula and place it in the area provided.

The container must be clearly labelled with the child's name and type of formula.

Families are advised to use the preparation guidelines on the tin and to ensure that the correct measured amount is supplied to the Centre.

Families will need to bring in sterilized, premeasured water in the child's bottle clearly labelled with the child's name.

Bottles filled with water are to be placed in the fridge provided in the shelves **not in the door**.

Formula will be emptied into the premeasured water, shaken and then warmed.

Heating bottles (excluding breast milk)

The microwave will be used to heat the milk, but only with great care not to overheat the formula or milk.

(Outlets Co-operative Neighbourhood House LTD **does not encourage use of microwave** for bottle heating)

This formula milk can only be **heated once**, then unused heated milk must then be discarded, but recording the amount consumed on the feeding schedule.

For fridge cold milk the following applies:

❖ 30 sec on high for 90-120mls

❖ 45 sec on high for 150-180mls

❖ 50 sec on high for 180-240mls

Use a shorter time if the bottles are not fridge cold

After heating, shake the bottle well to avoid “hot spots” which could cause burns to the baby's mouth and throat.

Test the temperature of the milk on the **inside of your wrist** if it is not warm enough heat for 5-10 sec more.



Cow's milk or soy milk, other milk bottles

Cow's milk should not be given to babies as a main drink until after 12 months of age. Small amounts of cow's milk in cooking are fine from 9 months.

Families are to bring in any soy, goats or other milk that they prefer their child to be drinking and place it in the fridge provided clearly labelled with the child's name and the contents.

Reduced fat milk is recommended for all children over two.

Test the temperature of the milk on the **inside of your wrist** if it is not warm enough heat for 5-10 sec more.

Feeding

Children will not be forced to finish bottles

Children will not be propped or left unattended to finish bottles

Educators will give children their bottles in chairs, pillows or on the couch (not in bed).

After feeding

Unfinished milk amounts will be recorded and the remaining discarded down the sink.

Bottles will be rinsed and sent home for cleaning and sterilizing.

NB*All children over 12 months are encouraged to drink from cups to reduce tooth decay and promote independence and self-help skills.

Introducing Solids:

Staff and parents need to communicate on when to start introducing solids and which foods to introduce and if there are any foods, they would prefer not to try eg: egg because a family member is allergic and does not want to risk a reaction. (never introduce solid food or a new food to an infant without the parents' permission)

Staff to encourage Parents/Guardians to be flexible and accommodate their infants/childrens developing tastes and healthy eating and wellbeing, by providing fresh cooked and finely mashed vegetables and fruits. Staff encourages independence, developments and self-help skills by allowing children to try and feed themselves with staff supervision or giving them a spoon to hold while a staff member also feeds the child with a spoon.

Heating of Solids:

Solid food must only be heated once, stirring to avoid "hot spots" which could cause burns to the child's mouth and throat.

Check that food has cooled enough before giving it to a child.

Remove a small piece of food with a spoon to another plate and test the temperature with your hand.

Throw this piece of food away and get a clean spoon.

Never blow on a child's food as a means of cooling it down; this spreads your germs onto the food.

4. Related Documents and Policies

Outlets Co-operative Neighbourhood House LTD does not prepare weekly menus nor meals for children.

Child Enrolment procedure

Parent Information Handbook

Food Safety & Preparation-Delivery Policy

Hygiene Policy

Nutrition and Active Play Policy

Anaphylaxis policy

Anaphylaxis checklist for a child at risk of anaphylaxis

Anaphylaxis Risk Management Plan

Celebrations Policy

Nut Free Centre Policy – Centre does not have NUT FREE POLICY, encourages NUT FREE practices

"Healthy eating Pyramid" - by Nutrition Australia

"Healthy eating for kids" – www.betterhealth.vic.gov.au

AUTHORISATION

This policy was adopted by the Approved Provider of Outlets Co-operative Neighbourhood House LTD July 20

REVIEW DATE: 23/05/2023