



Willow Tree Federation



Appletree Little Pips Babies- Formula and Breast Feeding Policy

Mission Statement

The children are at the heart of everything we do at Willow Tree Federation. We take a holistic approach to child development and we are privileged to support our children, families and the wider community to change and enhance lives. We celebrate the wide diversity of the backgrounds, beliefs, talents and interests of our children and we recognise learning happens in communities and empowers them. As a federation at the heart of its community, we understand and respect the positive impact we can have. We plant the seed that grows the future!

Date written	September 2025
Written by:	Lucy Naylor- headteacher
Date Formally Approved by Governors	September 2025
Date Policy became effective	September 2025
Review Date	September 2026

Appletree Nursery School Little Pips Room supports all parents in their chosen method of feeding their baby and weaning in line with NHS guidelines. We will work with parents to ensure that their wishes are carried out while their child is at nursery. Feeds are prepared as and when they are required by the baby. We participate in the active encouragement of mothers to breast feed their babies. Therefore, we have put into place a policy and associated procedures to detail those arrangements necessary for the safe storage and use of breast milk. We also welcome mothers to breastfeed at the nursery if they wish to do so. This will be discussed with the mother on induction.

Breast feeding:

Appletree Nursery School follows the NHS guidelines and advice on storing and providing breast milk for infants.

Procedures:

- Parents will provide expressed breast milk in a sterilised bottle or special milk storage bags with their child's name, as well as the date and time the milk was expressed written on the bag. Please ensure the bottle has a lid on to protect the teat.
- The expressed breast milk will be stored in a clearly labelled container at the back of the fridge, for up to five days.
- The NHS guidelines and advice for storing, thawing and heating breastmilk will be followed.
- Expressed breast milk will not be heated in the microwave
- Any leftover breast milk in the bottle after a feed will be disposed of within the hour
- 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 to ensure that they put on gloves and an apron when feeding a child breast milk
- Bottles will be returned to parents/carers at the end of each nursery day. The containers will be washed but not sterilized.
- Parents must ensure that the container is sterilised before re-use

Please note: School will have a range of sterilised bottles as a back-up. However, due to the differing needs of each child, we ask parents to provide their own sterilised bottles.

Formula milk feeding:

Appletree Nursery School follows the NHS guidelines and advice on preparing and storing formula milk.

Procedures:

- Parents will provide sterilised bottles with their child's name. Please ensure these have a lid on to protect the teat.
- Parents will provide formula milk in its original container with their child's name and the date the container was opened written on the container
- Staff will ensure that the formula milk is in date at all times
- Formula milk will be stored in accordance with the instruction on the container
- Staff will prepare the formula milk in accordance with the instructions on the container.
- Formula milk will be prepared and used at each feeding time, any leftover milk in the bottle after a feed will be disposed of within the hour
- Prepared milk will not be heated in the microwave
- Bottles will be returned to parents/carers at the end of each nursery day. The containers will be washed but not sterilized.
- Parents must ensure that the container is sterilized before re-use

- Staff to ensure food hygiene procedures before preparing and feeding.

Staff Responsibilities

- 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 'daily formula and breast milk preparation sheet' is filled in accordingly. These will be kept on a half termly basis and will be shredded at the beginning of each half term. See appendix 5.
- Staff should record the amount of formula or breast milk consumed by the baby on their daily care log 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) will 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.

