



Feeding & Bottle Policy

Policy Statement

Woodlands is committed to providing safe, hygienic, and responsive feeding practices for all babies. We work in partnership with parents to ensure individual feeding routines are followed and all dietary needs are met.

Purpose

To ensure that all babies are fed safely, appropriately, and in line with their individual needs, while maintaining high standards of hygiene and safeguarding.

Procedures

Individual Feeding Routines

- Each baby's feeding routine is agreed with parents and recorded.
- Feeding times, amounts, and any changes are documented daily.
- Staff follow the baby's individual cues and needs, not a fixed schedule unless specified.

Bottle Preparation

- All bottles must be clearly labelled with:
 - Child's name
 - Date
- Formula milk is prepared fresh in line with current guidance.
- Pre-made bottles from home must be stored appropriately and used within recommended timeframes.
- Microwaves must not be used to heat bottles.
- Bottles are warmed using appropriate bottle warmers or warm water.

Feeding Practice

- Babies are always held during bottle feeding to promote bonding and safety.
- Bottles must never be propped.
- Staff maintain eye contact and interact with babies during feeds.
- Feeding is a calm, unhurried experience.

Temperature & Safety

- Milk temperature is always checked before feeding.
- Staff ensure milk is not too hot to prevent burns.
- Any unused milk is disposed of safely after feeding.

Hygiene

- Staff must wash hands before and after feeding.
- Surfaces are cleaned before and after use.
- Bottles, teats, and feeding equipment are cleaned and sterilised where required
- Bibs and cloths are washed or disposed of appropriately after use.

Breast Milk

- Breast milk must be:
- Clearly labelled with the child's name and date
- Stored safely in a fridge or freezer as appropriate.
- Handled according to safe storage guidance.
- Defrosted safely (not at room temperature).

Weaning & Solid Foods

- Parents are consulted before introducing solid foods.
- Staff follow parental guidance and dietary requirements.
- Foods are prepared safely and appropriately for the baby's stage of development.
- Babies are supervised at all times when eating.

Allergies & Dietary Requirements

- All allergies and dietary needs are clearly recorded and displayed discreetly for staff.
- Staff must be fully aware of each child's requirements.
- Cross-contamination is prevented at all times.
- Any allergic reactions are dealt with immediately following medical procedures.

Supervision

- Babies must never be left unattended while feeding.
- Staff must remain attentive and positioned appropriately.
- Feeding must not take place alongside distractions (e.g. phones, unrelated tasks).

Staff Responsibilities

- All staff must follow this policy consistently.
- Any concerns about feeding (e.g. refusal, choking risk, illness) must be reported to management and parents.
- Mobile phone use is strictly prohibited in Twiglets.

Parent Partnership

- Parents provide clear instructions for feeding routines.
- Daily feedback is given on:
 - Amount consumed
 - Times of feeds
 - Any concerns
- Changes to feeding routines are discussed and agreed

Monitoring & Review

- This policy is reviewed annually or in line with updated guidance.
- Practice is monitored through observations, supervisions and hygiene checks