

**Nappy changing Policy**

**Reviewed February 2021**

We have used the wording ‘Nappy Check’ to highlight that nappies do not always necessarily need changing but are checked at regular intervals. We will not change a nappy unnecessarily as this is expensive to the parent and bad for the environment. It is essential that the checklist is monitored to understand how long a child has been in a nappy and to highlight children who may need more regular changes, for example because they are sore. No child will be in the same nappy for more than 4 hours. If you are concerned that a child has been in a nappy, without it being wet or soiled, in a 4-hour period please communicate this with your room leader.

Nappies are checked at the following times **9.00am** - First Nappy check, **11.00am** - Second nappy check starts, **12.30pm** - Another nappy check before 1pm leavers go home, **2.00pm** - Nappy check, this will include children that have slept being changed before being re-dressed, **4.00pm** - Nappy check, **5.15pm-5.30pm Final nappy check before home.**

**Children are also changed at any point in the day if they have a dirty or very wet nappy identified by staff.**

**Staff will:**

* Always use the checklists and initial the children that have been checked and changed.
* Use the following codes on the nappy changing charts, S = soiled, W = wet, D = Dry
* Use the basket system, please write on the board those children needing additional wipes and nappies. Key people communicate this to the parents.
* Ensure wet and soiled toweling nappies get double bagged, 1 x nappy bag and then 1 x provided by parents (this is usually a washable bag)
* Ensure soiled disposable nappies get double bagged and disposed of in the yellow bagged bins.

Staff get to know children’s toileting habits and will communicate anything out of the ordinary with parents at collection.

Reviewed Sept 2018

Signed Dated Role

Signed Dated Role



**Bottle Making Policy**

**Reviewed February 2021**

At Free Rangers forest schools ltd we encourage families to bring in their own bottles and we sterilise them on site, each morning. These bottles are then named and we follow the NHS guidelines below when it comes to making up a bottle.

**Good hygiene is very important when making up a formula feed.**

Your baby's immune system is not as strong as an adult's. That's why bottles, teats and any other feeding equipment needs to be washed and [sterilised](http://www.nhs.uk/Conditions/pregnancy-and-baby/pages/sterilising-bottles.aspx) before each feed.

This will reduce the chance of your baby getting an infection, in particular [diarrhoea and vomiting](http://www.nhs.uk/Conditions/pregnancy-and-baby/pages/diarrhoea-vomiting-children.aspx).

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## Step-by-step guide to preparing a formula feed

* **Step 1:** Fill the kettle with at least 1 litre of fresh tap water (don't use water that has been boiled before).
* **Step 2:** Boil the water. Then leave the water to cool for no more than 30 minutes, so that it remains at a temperature of at least 70C.
* **Step 3:** Clean and disinfect the surface you are going to use.
* **Step 4:** It's important that you [wash your hands](http://www.nhs.uk/Livewell/homehygiene/Pages/how-to-wash-your-hands-properly.aspx).
* **Step 5:** If you are using a cold-water steriliser, shake off any excess solution from the bottle and the teat, or rinse them with cooled boiled water from the kettle (not tap water).
* **Step 6:** Stand the bottle on the cleaned, disinfected surface.
* **Step 7:** Follow the manufacturer's instructions and pour the amount of water you need into the bottle. Double check that the water level is correct. Always put the water in the bottle first, while it is still hot, before adding the powdered formula.
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* **Step 8:** Loosely fill the scoop with formula powder, according to the manufacturer's instructions, and level it off using either the flat edge of a clean, dry knife or the leveler provided. Different tins of formula come with different scoops. Make sure you only use the scoop that comes with the formula.
* **Step 9:** Holding the edge of the teat, put it on the bottle. Then screw the retaining ring onto the bottle.
* **Step 10:** Cover the teat with the cap and shake the bottle until the powder is dissolved.
* **Step 11:** It is important to cool the formula so it's not too hot to drink. Do this by holding the bottle (with the lid on) under cold running water.
* **Step 12:** Test the temperature of the formula on the inside of your wrist before giving it to your baby. It should be body temperature, which means it should feel warm or cool, but not hot.
* **Step 13:** If there is any made-up formula left after a feed, throw it away.

## Dos and don'ts of making up formula feeds

* Manufacturers' instructions vary as to how much water and powder to use, so it is important to follow them very carefully.
* Do not add extra formula powder when making up a feed. This can make the baby [constipated](http://www.nhs.uk/Conditions/pregnancy-and-baby/pages/constipation-and-soiling.aspx) or dehydrated. Too little powder may not give the baby enough nourishment.
* Do not add sugar or cereals to your baby's formula.
* Never warm up formula in a microwave, as it may heat the feed unevenly and burn the baby's mouth.

## Reducing the risk of infection

Even when tins and packets of powdered infant formula are sealed, they can sometimes contain bacteria.

Bacteria multiply very fast at room temperature. Even when a feed is kept in a fridge, bacteria can still survive and multiply, although more slowly.

To reduce the risk of infection, it is best to make up feeds one at a time, as your baby needs them.

Use freshly boiled drinking water from the tap to make up a feed. Do not use artificially softened water or water that has been boiled before.

Leave the water to cool in the kettle for no more than 30 minutes. Then it will stay at a temperature of at least 70C. Water at this temperature will kill any harmful bacteria.

Remember to let the feed cool before you give it to your baby. Or you can run the bottle (with the lid on) under a cold tap.

**Transferring breast milk to a bottle or cup**

At Free Rangers we are happy to give babies breast milk. We ask mums to send in the breast milk in a labelled bag with date and name, sometimes this is given to us frozen which is ideal.

We ask that the parents provide us with a bottle or beaker that their baby is happy to take the breast milk from, we find not all babies like breast milk from a bottle and sometimes a tippy cup is better.

When preparing a feed, the steps above are followed but instead of powder the breast milk is added to the bottle/cup.

If needed the milk can be warmed by sitting the bottle or cup in some hot water.