



Bottle Preparation Policy

At Woodcroft Pre-School, we are able to prepare formula milk for children under 2 years.

We follow strict guidelines in the storage and preparation of formula milk. We follow the Food Standards Agency guidance. Formula milk must be supplied by parents/carers in the original sealed container, this is so we can record the date the container has been opened and staff members can record the date of opening and the expiry date. We strictly follow these guidelines as these are the manufacturer's guidance. By storing and preparing milk in this way, practitioners are able to monitor that any milk given to the children is in date and has been stored correctly.

Once a formula feed has been given to a child, any leftover milk will be discarded and the bottle will be dismantled and washed thoroughly using the child's individual bottle brush in fresh hot soapy water. Bottles will then be rinsed and be sterilised in children's individual sterilisers. The sterilisers will contain each individual child's bottle brush and the solution will be changed every 24 hours in accordance with the manufacturer's guidance.

Formula milk will be made using freshly boiled water in accordance with the Food Standards Agency guidance.

Powdered infant formula is not sterile and good hygiene practices are essential in preparing and storing feeds.

We are able to heat ready-made formula as long as it is supplied in the original sealed container and is in date. We will heat the ready-made formula by following the manufacturer's guidance on the individual containers or bottles.

When your child moves on to cow's milk, bottles will be washed and sterilised in the same way as formula milk. We will provide cow's milk and this will be heated using hot water.

The guidance from the food standards agency forms part of this policy in the preparation of formula milk. All staff will be inducted and trained with this guidance being adhered to at all times.

The policy was updated on October 2019

Signed
Director
Woodcroft Pre-school & Wrap Around Care

Company secretary