



Caring for Babies and Toddlers Policy

At Wells House we care for children under the age of two and ensure their health, safety and well-being through the following:

- * Care is taken to ensure that babies and toddlers do not have access to activities containing small pieces, which may be swallowed or otherwise, injure the child
- * The environment and equipment are checked daily before the children access the area. This includes checking stability of cots and areas around, low/highchairs and ensuring restraints on these, pushchairs and prams are intact and working
- * All doors are fitted with viewing panels and door finger-guards to ensure the safety of children
- * Babies and toddlers have their nappies changed according to their individual needs and requirements by their key person wherever possible
- * Information will be shared between parents and the key person about nappy changing and toilet training in a way that suits the child.
- * Potties are washed and disinfected after every use. Changing mats are wiped with anti bacterial cleanser before and after every nappy change
- * Each baby must have his/her own bedding which is washed weekly and when necessary
- * Cot mattresses meet safety standards
- * Children under two years are not given pillows, cot bumpers or any soft furnishings in order to prevent risk of suffocation
- * Children are not left to sleep in pushchairs or baby bouncers as their backs are not fully supported in this equipment whilst sleeping

- * We follow all cot death prevention/safety guidelines and advise parents of this information. Babies are always laid to sleep on their back , with their feet touching the foot of the cot.
- * Sheets or thin blankets will come no higher than the baby's shoulders, to prevent them wriggling under the covers. We make sure the covers are securely tucked in so they cannot slip over the baby's head
- * Children's individual sleeping bags may be used in consultation with parents. These are washed at least weekly and when necessary
- * Cots are checked before use to ensure no items are within reach i.e. hanging over or beside the cot (e.g. fly nets, cables)
- * All low/highchairs used for feeding are fitted with restraints and these are used at all times. Children are never left unattended in high chairs. Restraints are removed and washed weekly or as needed
- * No child is ever left unattended during nappy changing time
- * Babies are never be left propped up with bottles as it is both dangerous and inappropriate
- * Babies sleeping outside have cat/fly nets over their prams and prams must lie flat so children are supported
- * Sleeping children are supervised at all times
- * Checks on sleeping babies are completed every 10 minutes. This may increase to 5 minutes for younger babies and or new babies. Checks are documented with the time and staff initials on the sleep check form
- * Where food/milk is prepared for babies there is a separate area within the kitchen which is specifically designated for his preparation
- * Bottles of formula milk are only are only made up as and when the child needs them. These should be cooled to body temperature, which means they should feel warm or cool, but not hot
- * Following the Department of Health guidelines, we only use recently boiled water to make formula bottles (left for no longer than 30 minutes to cool). We do not use cooled boiled water that is reheated.
- * Bottles and teats are thoroughly cleaned with hot soapy water and sterilised after use
- * Bottles are disposed of after 2 hours

* A designated area is available for mothers who wish to breastfeed their babies or express milk

* Labelled mother's breast milk is stored in the fridge

* If dummies are used they will be cleaned and sterilised. This also applies dummies which have been dropped (see separate dummy policy)

* All dummies are stored in separate labelled containers to ensure no cross-contamination occurs

* Sterilisers are washed out and cleaned daily

* Children transfer to the older age group when assessed as appropriate for their age/stage following our agreed transition and settling procedures

This policy was adopted on	Signed on behalf of the nursery	Date for review
24/02/15	Kelly Newlove	24/02/16