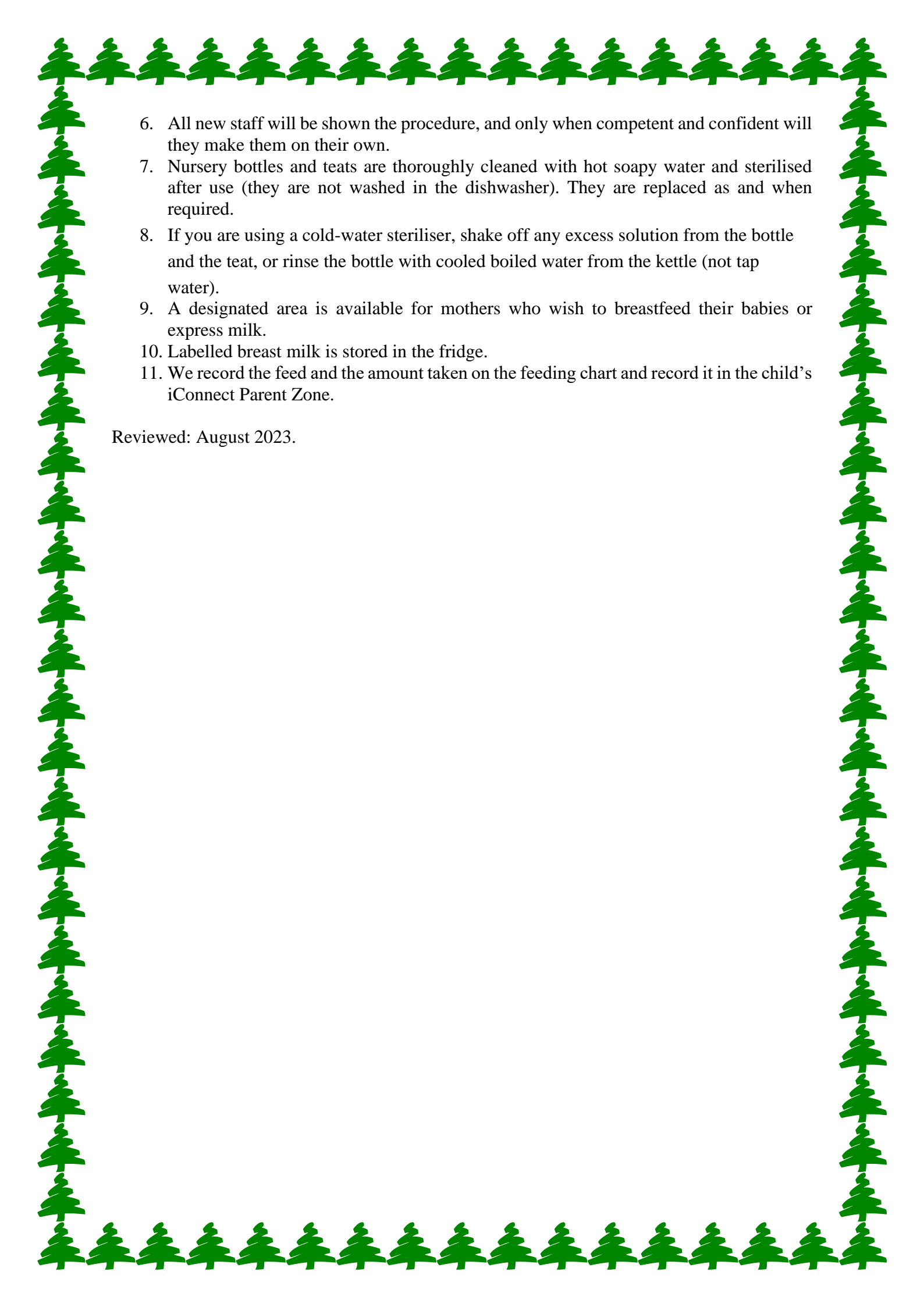




## 12. Bottle Making Procedure.

Bottle Feeding times are seen as an opportunity for bonding between practitioner and child and where possible babies are fed by their key person.

1. Make sure you are organised before you start and that all equipment is ready so that feed times are not delayed.
2. Clean and disinfect the surface you are going to use.
3. The bottles are prepared in a separate kitchen which is specifically designated for this preparation. Handwashing is completed before preparation is undertaken. Keep the teat and cap on the upturned lid of the steriliser. Avoid putting them on the work surface.
4. Bottles of formula milk are only made up as and when the child needs them. 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.
  - They are then cooled to body temperature, which means they should feel warm or cool, but not hot.
  - Bottles are only made following the instructions on the formula, 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 infant formula.
  - If, during the making process, there are discrepancies, a new bottle will be made.
  - Loosely fill the scoop with formula, according to the manufacturer's instructions, and level it off using either the flat edge of a clean, dry knife or the leveller provided.
  - Different tins of formula come with different scoops. Make sure you only use the scoop that is enclosed with the powdered infant formula you are using.
  - Holding the edge of the teat, put it on the bottle. Then screw the retaining ring onto the bottle. Cover the teat with the cap and shake the bottle until the powder is dissolved.
  - It's important to cool the formula so it's not too hot to drink. Do this by holding the bottom half of the bottle under cold running water. Make sure the water does not touch the cap covering the teat.
  - 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.
  - Put on a clean apron.
  - Ensure that you are sat comfortably and have everything that you need within easy reach.
  - Put a clean bib on the child, if requested by the parent.
  - Feed the child the bottle and wind appropriately.
  - Unwanted or left over contents of bottles are disposed of after two hours.
5. Babies are never left propped up or laid in a cot or a pram with bottles as it is both dangerous and inappropriate.

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6. All new staff will be shown the procedure, and only when competent and confident will they make them on their own.
  7. Nursery bottles and teats are thoroughly cleaned with hot soapy water and sterilised after use (they are not washed in the dishwasher). They are replaced as and when required.
  8. If you are using a cold-water steriliser, shake off any excess solution from the bottle and the teat, or rinse the bottle with cooled boiled water from the kettle (not tap water).
  9. A designated area is available for mothers who wish to breastfeed their babies or express milk.
  10. Labelled breast milk is stored in the fridge.
  11. We record the feed and the amount taken on the feeding chart and record it in the child's iConnect Parent Zone.

Reviewed: August 2023.