

Bottle and Breast Milk Policy



Oyster Bay Nursery

Draft Prepared	Sept 2025
Signed by Executive Headteacher	Ms D Hines
Signed by Chair of Governors	Nicki Mattin
Date Policy to be Reviewed	Sept 2026

Be Ready, Be Respectful, Be Responsible

Staff at Oyster Bay Nursery follow guidance for storing breast milk for infants in accordance with NHS guidelines.

- Breast milk is stored in a sterilised container or in special breast milk storage bags provided by the parents.
- The storage container is labelled with the child's full name and date milk was expressed.
- Breast milk is stored in the fridge for up to five days at 4C or lower.

Parent and Practitioner Formula Milk preparation and Feeding Guidelines:

Staff at Oyster Bay Nursery follow guidelines for preparing formula milk for infants in accordance with policy published by The Food Standards Agency and The Department of Health.

We ask that parents help with this in the following ways:

- Bring in your child's infant bottle sterilised and fully assembled with the teat and the lid in place. This prevents the inside of the sterilised bottle and outside of the teat from being contaminated.
- Provide the formula powder in its original container: this is the best way for practitioners to ensure they are preparing feeds correctly, in accordance with guidelines detailed on the packet or tin.
- Label the formula container with the child's name and date of opening.

According to the Food Standards Agency and Department Of Health, the best way to prevent a baby becoming ill is to make up all formula feeds fresh, as and when they are required by the bay.

Oyster Bay Nursery will follow the routine below to ensure best practice when carrying out this task:

- Clean the surface thoroughly on which to prepare the feed.

- Wash hands with soap and water and then dry.
- Boil fresh tap water in a kettle. Important: Allow the boiled water to cool to no less than 70 degrees Celsius. This means in practice using water that has been left covered, for less than 30 minutes after boiling. Pour the amount of boiled water required into the sterilised bottle.
- Add the exact amount of formula as instructed on the label.
- Re-assemble the bottle following manufacturer's instructions.
- Shake the bottle well to mix the contents.
- Cool quickly to feeding temperature by holding under a running tap, or place in a container of cold water.
- Check the temperature by shaking a few drops onto the inside of your wrist; it should feel lukewarm, not hot.
- Discard any feed that has not been used within 2 hours.

In line with the Oyster Bay Nursery Food and Drink policy, we are unable to reheat or serve pre-prepared formula brought in from home. We recognise that parents may wish to provide pre-prepared milk in sealed cartons so when re-warming milk feeds for babies, the practitioners will carry out the following guidelines.

- Transfer the formula to a sterile bottle
- Re-warm using a bottle warmer, or by placing in a container of warm water.
- Microwaves should be used.
- Shake the bottle to ensure the feed has heated evenly.
- Check the feeding temperature by shaking a few drops onto the inside of the wrist- it should be lukewarm, not hot.
- It is bad practice to leave a bottle warming for longer than 15 minutes. Therefore, any feed that is accidentally left to heat for longer than 15 minutes will be discarded.