Bottle Safety & Preparation Policy

Children are more susceptible to food borne illnesses making it necessary for education and care services to implement adequate health and hygiene practices. Safe practices for handling, storing, preparing and heating breast milk and formula must be employed to minimise risks to children being educated and cared for by the Service.

National Quality Standard (NQS)

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<tr>
<th>Quality Area 2: Children’s Health and Safety</th>
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Education and Care Services National Regulations

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<th>Children (Education and Care Services) National Law</th>
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RELATED POLICIES

Bottled Breast Milk Policy
Nutrition & Food Safety Policy
Work Health & Safety Policy
Health & Safety Policy
Sterilising Bottles & Teats Policy

PURPOSE

To ensure our Service maintains a hygienic premises for all infants requiring bottles, Educators will certify that bottles are prepared safely and hygienically and that practices meet Work Health and Safety Standards and current Food Safety Standards. We encourage all Educators to complete professional development in safe food handling and menu planning to increase knowledge and awareness of individual responsibilities.
SCOPE
This policy applies to children, families, Educators, staff, students, volunteers & visitors of the Service.

IMPLEMENTATION
To ensure that all children requiring bottles have them prepared safely and hygienically, Educators will ensure that they adhere to Service policies and procedures at all times in order to maintain children’s health and safety.

Management will ensure:
- Procedures for the safe storage and heating of food provided in bottles are developed.
- The Nominated Supervisor and Educators are aware of the Service procedures for the safe storage, preparation and heating of food in bottles.

A Nominated Supervisor/ Responsible Person will ensure:
- Educators, staff, students & volunteers implement the Service procedures for the safe storage, preparation and heating of food in bottles.
- Children have access to safe drinking water at all times and are regularly offered food and beverages appropriate to their individual needs.
- Families are provided with accurate nutrition and feeding information.

Educators, staff, students & volunteers will ensure:
- They implement safe food handling practices.
- They adhere to the Service procedures for the safe storage, preparation and heating of food in bottles.
- Bottles are stored in the fridge at all times until heating is to commence.
- Bottle contents are discarded if not used within 30 minutes.
- Bottles are not re-heated at any time.
- Infants over 6 months of age are given small amounts of cooled boiled tap water in addition to breastmilk or formula.
- Infants and children are not given fruit juice in their bottle due to the increased risk of tooth decay.

Families will:
- Be informed during orientation that children’s bottles brought into the Service must be clearly labelled with the child’s name and the date of preparation.
- Be encouraged to communicate regularly with Educators and staff about children’s bottle and feeding requirements.
- Be encouraged to keep formula powder at the Service so that the formula can be freshly prepared as required. Tins of formula must be clearly labelled with the child’s name and will only be kept on the premises and used up until the noted expiration date. Out of date Formula will be disposed of immediately and families asked to provide a replacement tin.
- Be asked to provide a clearly labelled bottle for use at the Service for children requiring regular cow’s milk or water in a bottle throughout the day.
- Be encouraged to communicate regularly with Educators and staff about children’s bottle and feeding requirements.
- Not put fruit juice into children’s bottles.

**Procedure for Safe Storage, Preparation and Heating of Food in Bottles:**

Best practice is to make up fresh formula for each feed and give it to the child as soon as it has cooled. However, if this is not possible, freshly made formula should be cooled immediately and stored in the back of the refrigerator (where it is coldest) for no more than 24 hours. Any formula that is unused after this period should be disposed of. It should never be frozen or reheated.

Breast milk can be stored in several ways, which include:

1. Refrigerated for 3–5 days at 4°C or lower (4°C is the typical temperature of a standard fridge). Store breast milk at the back of the refrigerator, not in the door.
2. Frozen in a separate freezer section of a refrigerator for up to 3 months; if your freezer is a compartment inside the refrigerator, rather than a separate section with its own door, then only store the breast milk for 2 weeks. Frozen in a deep freeze (−18 °C or lower) for 6–12 months.

Frozen breast milk can be thawed:

1. In the refrigerator and used within 24 hours.
2. By standing the bottle in a container of lukewarm water and using straight away.

Our Service keeps a non-mercury thermometer in each refrigerator to regularly check and record that the temperature is below 5°C.

**Sources**

- Australian Children’s Education & Care Quality Authority.
- ECA Code of Ethics
- NSW Food Authority: www.foodauthority.nsw.gov.au
- Food Standards Australia: www.foodstandards.gov.au
- National Health and Medical Research Council: www.nhmrc.gov.au
- NSW Department of Health: www.health.nsw.gov.au
- Australian Breastfeeding Association: www.breastfeeding.asn.au
- Mothers Direct: www.mothersdirect.com
- Get Up & Grow: Healthy Eating and Physical Activity for Early Childhood.
• Infant Feeding Guidelines, 2012.
• Caring for Children:

Review

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<tr>
<th>Policy Reviewed</th>
<th>Modifications</th>
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<tr>
<td>February 2017</td>
<td>Minor terminology changes made.</td>
<td>February 2018</td>
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<tr>
<td>October 2017</td>
<td>Updated references to comply with the Revised National Quality Standard.</td>
<td>February 2018</td>
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<tr>
<td>February 2018</td>
<td>Added the related policies list. Included statements regarding handling &amp; storage to further support compliance.</td>
<td>February 2019</td>
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