



Caring for Babies and Toddlers

At **The Green Door Nursery**, we care for babies and toddler under the age of two as well as pre-school children. This policy should be read in conjunction with the Nappy changing, Respectful intimate care, Safer sleep, Nutrition and Mealtime and Use of Dummies policies.

We ensure children's health, safety and well-being through the following:

- Implementation of the EYFS, caring for babies and toddlers in a separate room of up to nine children - with a minimum ratio of 1:3
- Allocating each baby and toddler a keyperson who works in partnership with their parent to meet their individual needs and routines
- Having appropriately qualified staff that understand the needs of babies and toddlers, ensuring that at least half of the staff team caring for children under the age of two have undertaken specific baby training
- Ensuring babies and toddlers have opportunities to see and play with older children whilst at the nursery
- Children transition to the older age groups in line with their changing developmental needs, after assessment and with parents' consent
- Staff supervision of all babies and toddlers maintained throughout the day and organisation of the environment to provide for both non-mobile and mobile babies; and toddlers

Environment

- The environment, equipment and resources are risk assessed and checks carried out daily before the children arrive including checking the stability of cots, low/highchairs and pushchairs
- All doors are fitted with door finger-guards to prevent accidents
- Outdoor shoes are removed or covered when entering the baby and toddler areas. Staff remind parents and visitors to adhere to this procedure. Flooring is cleaned regularly throughout the day as needed and at the end of each day
- Sterilisers are washed and cleaned daily
- Large pieces of furniture are fixed to the walls to stop them falling on babies and young children
- Play and learning is planned in line with children's individual interests and in line with the EYFS learning and development requirements.

Resources

- Care is taken to ensure that babies and toddlers do not have access to resources or activities containing small parts, which may be swallowed or injure the child
- Babies and toddlers are closely supervised during all activities
- Resources and equipment that babies and young children have placed in their mouth are cleaned and/or sterilised after use
- All resources are frequently cleaned
- Soft furnishings are frequently cleaned

- The use of resources that restrict babies' movement such as baby walkers and pushchairs, will not be used on a regular basis because these can contribute to delayed physical development. We follow NHS guidelines which recommends that if these resources are to be used then it should be for no more than 20 minutes at a time.

Intimate Care

- Babies'/toddlers' privacy is considered and balanced with safeguarding and support needs when changing nappies and toileting
- Babies and toddlers have their nappies changed according to their individual needs and requirements by their keyperson, wherever possible. Checks are documented with the time and staff initials and information is shared with parents as required
- When developmentally appropriate, we work closely with parents to sensitively support toilet training in a way that suits the individual needs of the child
- Potties are washed and disinfected after every use. Changing mats are wiped with anti-bacterial cleanser before and after every nappy change
- Staff ensure all equipment is ready before babies and toddlers are placed on the changing mat
- No child is ever left unattended during nappy changing time
- Intimate care times are seen as opportunities for one-to-one interactions
- Staff do not change nappies whilst pregnant until a risk assessment has been discussed and conducted. Students only change nappies with the support and close supervision of a qualified member of staff
- Cameras, mobile phones and other electronic devices with imaging and sharing capabilities are not permitted in toilet and nappy changing areas or any other area of the nursery where children are present
- Nappy sacks and creams are not placed in reach of babies and children

We always follow systems in place to ensure there is an adequate supply of clean bedding, towels and spare clothes.

Bottles

- Feeding times are seen as an opportunity for bonding between practitioner and child and where possible babies are fed by their key person
- Food and milk for babies is prepared in a separate area which is specifically designated for this preparation. Handwashing is completed before preparation is undertaken
- 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 tested with a sterilised thermometer to ensure they are an appropriate temperature for the child to drink safely
- Bottles are only made following the instructions on the formula. If, during the making process, there are discrepancies, a new bottle will be made
- All new staff will be shown the procedure, and only when competent and confident will they make them on their own.
- Nursery bottles and teats are cleaned with hot soapy water and sterilised after use (they are not washed in the dishwasher). They are replaced as and when required
- Unwanted or left over contents of bottles are disposed of after two hours
- Babies are never left propped up or laid in a cot or a pram with bottles as it is both dangerous and inappropriate
- A designated area is available for mothers who wish to breastfeed their babies or express milk

Breast milk

- A designated area is available for mothers who wish to breastfeed their babies or express milk
- Labelled and dated breast milk is stored in the fridge. We only accept milk in clear bags and pouches, so the contents are visible. We follow NHS guidelines for the correct storage and use of breast milk
- All breast milk is checked by a staff member when received before being placed in the fridge. Milk is placed in an additional individual clear pouch, sealed and stored in a separate container with lid in the fridge
- Milk is visually inspected for any irregularities, such as discolouration and consistency. Any milk with irregularities is rejected
- Staff complete a checklist
- Breast milk is given in an area of the room away from other children or in another room if it is not possible to provide a suitable area / distance from other children

Mealtimes

- All low/highchairs used for feeding are fitted with restraints and these are used at all times as needed. Children are never left unattended when eating or when in highchairs. Restraints are removed and washed weekly or as needed
- Mealtimes are seen as social occasions and promote interactions. Staff always sit with babies and young children, interacting, promoting communication and social skills
- Staff supervising mealtimes will have ongoing discussions with parents about the stage their child is at regarding introducing solid foods, including to understand the textures the child is familiar with. Assumptions will not be made based on age
- Food will be prepared in a suitable way for each child's individual developmental needs, working with parents to help children move to the next stage at a pace right for the child
- All children are closely supervised whilst eating and if any choking incidents occur paediatric first aid will be administered
- Babies and young children are encouraged to feed themselves with support, as required
- We work together with parents regarding weaning and offer any support, as required

See separate Nutrition and mealtimes policy for further details.

Comforters and dummies

- We have a separate Use of dummies in nursery policy to promote communication and language development
- If dummies are used, they are cleaned and sterilised. This also applies to dummies which have been dropped on the floor
- Dummies are stored in separate labelled containers to ensure no cross-contamination
- Dummies are disposed of if they become damaged
- Comforters including teddies and blankets are kept safe and provided at sleep times, or if the child becomes unsettled

This policy was adopted on	Signed on behalf of the nursery	Date for review
<i>September 2026</i>	Carla Freeman	<i>As needed</i>