**Trinity Tots Nursery**

**Caring for Babies and Toddlers Policy**

HSCS: 1.4, 1.8, 1.14, 1.19, 1.20, 1.23, 1.30, 1.31, 1.32, 1.34, 2.27, 3.5, 3.8, 3.9, 3.10, 3.11, 3.14, 3.15, 3.18, 4.11, 4.14, 4.15, 4.16, 4.27, 5.4, 5.5, 5.6, 5.16, 5.17

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

**Environment**

Children under the age of two have a separate base room, Bumblebees, and are cared for in small intimate groups. We ensure that younger children have opportunities to have contact with older children whilst at nursery

The environment and equipment are checked daily before the children access the area. This includes checking the stability of the cots, areas around and 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

Flooring will be cleaned regularly.

Sterilisers are washed out and cleaned daily

Large pieces of furniture will be fixed to the walls to stop them falling on top of babies and young children

Non-mobile babies will have opportunities, and be encouraged, to develop tummy time skills to promote physical skills under close supervision

Parents are not permitted to leave travel accessories including buggies, car seats, and scooters in the setting.

**Resources**

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.

Post Covid-19 there is an increased frequency of cleaning. Toys will be sterilised after use and any toys/equipment/resources that cannot be easily cleaned e.g. soft toys will not be used during this time

Babies and toddlers will be closely observed during all activities.

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

Items such as towels, flannels and bedding will not be shared by children

**Intimate Care**

Babies and toddlers have their nappies changed according to their individual needs and requirements by their key worker wherever possible

Information will be shared between parents and the key worker about nappy changing and toilet training in a way that suits the child

When developmentally appropriate, we will work closely with parents/carers to sensitively support 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 each nappy change

Staff will ensure all the 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 and mobile phones are not permitted in toilet and nappy changing areas

Nappy sacks and creams will not be left in reach of babies and children.

PPE will be used for nappies, toilet accidents etc. Staff required to use PPE will be provided with adequate training.

**Sleep**

Each baby must have his/her own bedding

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

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 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

Only sheets and blankets that are of good condition will be used, any loose threads will be removed.

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, cord blinds)

There will be safe distancing of bed/cots (where possible) and children will be positioned away from each other during sleep times.

Bedding and sheets will be washed daily in line with NHS laundry guidelines. We will take into account any allergies and irritation to soap powders

Babies sleeping outside have cat/fly nets over their prams and prams must lie flat so children are supported

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

**Bottles**

Feeding times will be seen as an opportunity for bonding between practitioner and child and where possible the child will be fed by their key person

Babies are never left propped up with bottles as it is both dangerous and inappropriate

Where food/milk is prepared for babies there is a separate area within the kitchen 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. These should be cooled to body temperature, which means they should feel warm or cool, but not hot, and should be 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 and students will be shown the procedure, and are competent and confident before completing this on their own

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 (they will not be washed in the dishwasher) and replaced frequently and/or when they are damaged.

Contents of bottles are disposed of after two hours

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

Labelled mothers’ breast milk is stored in the fridge

**Mealtimes**

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.

Mealtimes are seen as social occasions and promote interactions. Staff will sit with babies and young children; interacting, promoting communication and social skills

All children will be closely monitored whilst eating and if any choking incidents occur paediatric first aid will be administered

Meal times may be staggered to allow for smaller groups

Children will be supervised at all times when eating/drinking to ensure that they do not share cups/utensils or food

Personalised cups will be used to prevent cross contamination

Babies and young children will be encouraged to feed themselves with support, as required

We will work together with parents regarding weaning and offer any support, as required.

**Comforter And Dummies**

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

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

Dummies will be disposed of if they become damaged and/or when they are required to be disposed of

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| **This policy was adopted on** | **Signed on behalf of the nursery** | **Date for review** |
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