



# Little Monkeys Day Nursery and Pre School

## Bottle Making Procedure

EYFS 3.47 3.48

### Ready Made Milk

1. Put on an apron and hair net found on the shelf above the sink
2. Wash hands thoroughly using the guide found above the sink
3. Prepare sterilizer with correct bottles and teats
4. Check care plan of the child found on back of the room door for correct branded milk
5. Find correct bottle and teat in the sterilizer ensuring it has been on a maximum of 2 hours before hand
6. Find the correct formula carton/bottle and check the expiry date before opening using the red bottle making scissors if needed. Pour the milk into the sterilized bottle, discarding of any excess and place the correct teat on to the bottle.
7. Bring out the bottle warmer from cupboard under the kettle, filling with water to the fill line and switching on to setting 3
8. Place the bottle into the bottle warmer until the red light goes off
9. Check the bottle temperature using the thermometer until it has reached  $36.7^{\circ}\text{C}$  then remove
10. Empty the hot water from the bottle maker immediately to avoid accidents
11. Put hair net and apron into the bin
12. Fill in the bottle making sheet on the wall beside the kettle

### Powder Milk

1. Fill the kettle with fresh tap water. Boil the water then leave it to cool for more than 30 minutes so that it remains at a temperature of at least  $70^{\circ}\text{C}$
2. Pour the water into the sterilizer making sure that the bottom area of the sterilizer is covered and turn on
3. Clean the surface area that will be used and put on an apron and hair net
4. Look at the children's care plans on the back of the room door to check for correct bottles and teats to use.
5. Place the bottle on a clean and level surface keeping the teat and cup on the upturned lid of the steriliser surface



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6. Follow the manufacturers instructions and pour the amount of water needed into the bottle. Always put the water in first before adding the correct amount of powdered milk using the scoop provided with the formula.
7. Holding the edge of the teat put the teat on the bottle, screw on the retaining ring and place the lid on top
8. Shake until the powder has completely dissolved
9. Cool bottle by placing under cold running water
10. Test temperature of the formula using the thermometer ensuring that it is at a maximum of 36.7 °C
11. Remove apron and hair net and dispose of in the bin provided
12. Complete formula preparation sheet on the wall beside the kettle

### Do's and Don'ts of making infant formula

- As manufacturers instructions vary as to how much water and powder to use it is important to follow the instructions carefully
- Do not add extra formula powder when making up a feed. This can make the baby constipated and cause dehydration. Too little powder may not provide the baby with enough nourishment
- Do not add sugar or cereals to the feed in the bottle
- Never warm up infant formula in a microwave

Procedure adapted:

February 2018

Signed on behalf of the nursery by:

L.Fradsham

Date for review:

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