

10.3 Caring for Babies and Toddlers Policy

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

- Children from the age of 3 months to the age of 2 have a separate base room and are cared for in small intimate groups with an adult to child ratio of 1:3. We ensure that younger children have opportunities to have contact with older children whilst at nursery.
- Allocating each child with a key person and working in partnership with their parent/carer to meet their individual needs.
- At least half of the staff team caring for children under the age of two will have undertaken specific training.
- Toddlers transition to the older age group when assessed as appropriate for their age/stage following our agreed transition and settling procedures.
- Having well 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 training for working with babies
- Staff supervising all babies and toddlers and organising the environment to support both non-mobile and mobile babies and toddlers.

Environment

- The environment, equipment and resources are risk assessed and checked daily before the children access the rooms/area. This includes checking the stability of cots and areas around ensuring restraints on pushchairs and prams are intact and working.
- All doors are fitted with viewing panels and door finger-guards to ensure the safety of children.
- Outdoor shoes are removed or covered when entering the Dreamland area(s). Staff remind parents and visitors to adhere to this procedure. 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 play and learning is planned in line with children's individual interests and the EYFS learning and development requirements.

Resources

- Care is taken to ensure that the toddlers do not have access to activities containing small pieces, which may be swallowed or otherwise injure the child.
- Babies and toddlers will be closely observed during all activities.
- Resources and equipment that babies and young children have placed in their mouth will be sterilised after use.
- All resources will be frequently cleaned.
- Soft furnishings will be frequently cleaned.
- The use of baby walkers, bumbos and jumparoos will not be used.

Intimate Care

- Babies and toddlers have their nappies changed according to their individual needs and requirements by their key person wherever possible this is documented with the time and staff initials and information is shared with parents.
- When developmentally appropriate, we will work closely with parents/carers 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 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.
- Nappy changing times is a prime time to have social interaction.
- Staff do not change nappies whilst pregnant until a risk assessment has been discussed and conducted.
- Students do not change nappies.
- Cameras, mobile phones and other equipment capable of recording images (smartwatches, tablets etc) other electronic devices with imaging and sharing capabilities are not permitted in toilet and nappy changing areas.
- Nappy sacks and creams will not be left in reach of babies and children.
- We always follow systems in place to ensure there is an adequate supply of clean bedding, towels, and clean clothes.

See separate Nappy changing and intimate care policy.

Sleep

- We follow the NHS guidance to reduce the risk of sudden infant death syndrome (SIDS)
- Each baby must have his/her own bedding, which is washed daily, we will consider any allergies and irritation to soap powders and any individual

needs for example if a child prefers to sleep in a sleeping bag, we will ask parents/carers to bring one in from home and send them home at the end of each day to be cleaned.

- All cot mattresses meet safety standards. We use firm and flat mattress and waterproof mattress covers
- Children under two years are not given pillows, cot bumpers or any soft furnishings in order to prevent risk of suffocation.
- Sheets or thin blankets will 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).
- Sleeping children are supervised at all times when sleeping on a mattress in the toddler room.
- Sleeping children are supervised at all times and checks are completed every 10 minutes. This may increase to five minutes for younger babies and/or new babies. Checks are documented with the time and staff initials on the sleep check form and times are shared with parents.

Bottles

- Feeding times will be seen as an opportunity for bonding between practitioner and child and where possible fed by their key person.
- Handwashing is completed before preparation is undertaken.
- Bottles of formula milk are only made up as and when the child needs them.
- We use the Tommee Tippee machine to make bottles following the bottle making policy and procedure.
- 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.
- 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 by parents.
- Contents of bottles are disposed of after two hours.
- Babies and toddlers are never left propped up or laid in a cot/mattress or a pram with bottles as it is both dangerous and inappropriate.

- An area is available for mothers who wish to breastfeed their babies or express milk.
- Labelled mothers' breast milk is stored in the fridge with the date it was supplied.

Mealtimes

- All lowchairs used for feeding the babies are fitted with restraints and these are used for the youngest children. Children are never left unattended in lowchairs. Restraints are removed and washed weekly or as needed.
- Toddlers use age and ability appropriate chairs during mealtimes without restraints. Chairs with restraints can be provided if necessary.
- Mealtimes are seen as social occasions and promote interactions. Staff will sit with babies and toddlers, 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.
- 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. We will never take the lead with weaning, this will always be left to parents.

Comforter and dummies

- If dummies are used, they will be cleaned and sterilised. This also applies to dummies which have been dropped (see separate children's comforters' policy).
- All dummies are stored in separate labelled containers/bags 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.
- Comforters including teddies and blankets will be kept safe and provided at sleep times, or if the child becomes unsettled.
- We ask parents to give us permissions on registration to allow babies to have their comforters/transitional objects in the cot with their child