



## **Christchurch Kindergarten Children's Nursery Limited**

### Health and safety procedures

#### **6 Milk kitchen**

- Members of staff wash their hands on entering the milk kitchen.
- Only food preparation equipment is to be kept in the kitchen.
- All surfaces are cleaned daily using sterilising solution, including contact points, such as cupboard doors and handles.
- Inside cupboards are cleaned with sterilising solution weekly.
- Fridges are cleaned daily and weekly using the same method as for cupboards.
- Plastic spoons used for measuring and mixing feed are washed and sterilised.
- All bottles/dummies, feeding spoons and bowls for babies less than one year old are washed using detergent and hot water and are steam sterilised after use.
- The manufacturer's instructions are followed when using steam sterilisers.
- Ice should always be available in the freezer tray. Plastic pots are provided for cooling 'cold gel' teething soothers in freezer or fridge compartments.
- Medication stored in the milk kitchen fridge is named and kept on a separate shelf.
- Each bottle-fed baby has a plastic container for storage of named spare bottles with teats and tops as well as personal dummies.
- Baby milk formula and weaning food is kept in named containers for each baby. Parents provide the measured formula milk. (Staff not allowed to measure out the formula).
- Milk or weaning feeds provided by parents are labelled and refrigerated immediately.
- Each baby has a feeding schedule kept in a plastic pocket which is displayed on the wall. This highlights any allergies or foods not to be given.

This policy was adopted at a meeting with staff at **Christchurch Kindergarten Children's Nursery Limited**