



Breast Milk Storage & Handling Policy

Policy Statement

At Sandcastle Nursery & Preschool Ltd, we are committed to supporting breastfeeding families and ensuring that expressed breast milk is stored, handled, and prepared safely, in line with current health, hygiene, and safeguarding standards.

Aims

- To support parents who provide expressed breast milk
- To ensure safe storage, handling, and preparation
- To minimise the risk of contamination or mix-ups
- To maintain high standards of hygiene and safety

Procedures

Providing Breast Milk

- Breast milk must be provided in **sterilised containers** or **approved storage bags**.
- All milk must be **clearly labelled** with:
 - Child's full name
 - Date expressed
- Milk that is not correctly labelled will **not be accepted**.
- Parents are encouraged to provide milk in **small quantities** to reduce waste.

Storage of Breast Milk

- Breast milk will be stored in a designated mini fridge used solely for breast milk storage.
- The fridge will be maintained as close to 4°C as possible.
- As we cannot consistently maintain a temperature of 4°C, breast milk will only be stored in the fridge for a maximum of **3 days**.
- Each child's milk will be stored in a clearly labelled container or section to prevent cross-contamination.
- A 'first in, first out' system will be followed.

Breast Milk Storage Times:

- Fridge: up to **3 days** (in line with our setting's temperature control)
- Freezer (-18°C or below): up to 6 months

Defrosting Breast Milk

- The preferred method is to **defrost milk in the fridge** until fully thawed.
- If required more quickly, milk can be defrosted by:
 - Placing the container in a **jug of warm water**, or
 - Holding it under **running warm water**

Warming Breast Milk

- Milk will be warmed using **warm water only**.
- **Microwaves must never be used**, as they can create hot spots and damage nutrients.
- The temperature will be checked before feeding.



Feeding Breast Milk

- Staff will check labels carefully to ensure the **correct milk is given to the correct child**.
- Where possible, a **second staff member will verify**.
- Once a feed has begun, any **remaining milk must be discarded** and not reused.

Important Safety Guidance

- Once defrosted, breast milk must be **used immediately**
- **Do not refreeze** defrosted breast milk
- Any unused milk at the end of the day will be **returned to parents or disposed of** in agreement with them

Hygiene & Safety

- Staff must follow strict **handwashing procedures** before handling milk
- All equipment must be handled in line with the setting's **food hygiene procedures**
- The mini fridge will be **regularly cleaned and temperature checked**
- Staff will receive **appropriate training** in safe handling of breast milk

Safeguarding & Risk Management

- Breast milk is treated as a **specific dietary requirement**
- Clear labelling and checking procedures are essential to prevent errors
- Any incidents (e.g. incorrect milk given) will be **recorded and reported** in line with safeguarding procedures

Responsibilities

- **Parents:** Provide correctly labelled and safely stored breast milk
- **Staff:** Follow all procedures for safe storage, handling, and feeding
- **Management:** Monitor compliance and ensure staff training

Monitoring & Review

This policy will be reviewed annually or in line with updated guidance.