

Cooks Hill Community Child Care  
2400 Cooks Hill Road  
Centralia, WA 98531

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Infant Bottle Policy

Cooks Hill Community Childcare Center requires that formula be:

**Brought from home in ready-to-feed concentrations.**

The most effective and efficient way to do this is by using a large shaker bottle cup filled with pre-mixed formula for the day. This method prevents formula from being wasted by allowing the teacher to pour and warm only the amount the child will consume in one feeding.

**Provided by the parent and clearly labeled with the child's full name and date.**

Any leftover prepared formula must be taken home at the end of each day. Breast milk can be stored in our freezer up to 2 weeks from the day that it is pumped. If the child needs more than what is prepared and brought from home, center staff can prepare, parent provided, canned or concentrated formula onsite according to the instructions on the label. (Emergency basis only.)

**Sterilized bottles with lids should be brought from home daily.**

**All bottles must be labeled with the child's full name.**

**If bottles are pre-filled with formula they must also be marked with the date and time prepared.**

Note: Baby food/ food puree cannot be fed in a bottle unless the child has specific written instructions from a physician.

Note: We will not accept any bottles unless they are labeled with the child's full name, and date. We will not use any unlabeled bottles that have been accidentally accepted.

Prepared bottles that have been warmed for feeding must be consumed within one hour and then discarded.

Note: Bottles should be brought in and taken home daily. If bottles remain in the center, all unused bottles of formula will be removed from the refrigerator after 24 hours and discarded. Unused bottles of milk should be removed after 48 hours and discarded. Powdered formula will be discarded according to stated expiration date.

☞ I have read and understand the centers policy and agree to abide by it while my child is enrolled in the infant room.

Parent Signature \_\_\_\_\_ Date \_\_\_\_\_

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Due to new licensing regulations, we will need a letter from your child's doctor stating the following:

- I allow my child to be swaddled
- I allow my child to sleep in an inclined position. This could be a bouncer, with a boppy pillow under the head of the mattress, or a swing.

If you do not want any of these to occur, please inform the office staff so we can relay the information to the nursery teachers.

If your child has a specific diet, for example: soy milk only, moving to whole milk early (before the age of 1yr), needs to be fed at specific times of the day, or needs specific food amounts, please bring a letter from the doctor stating what your child's need are.

Thank you so much!  
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**Infant Feeding Plan Agreement**

Cooks Hill Community Childcare Center strives to accommodate each child's needs and understands that every baby has a different pattern of eating. According to Washington Administrative Code for childcare centers: #110-300A-4070 "Infants must be fed according to their need rather than according to an adults' prescribed schedule." In other words, we will feed your infant when he/she shows signs of being hungry, and we will stop feeding when he/she shows signs of being full. The WAC #110-300A-4020 also incorporates nutritional guidelines that state that babies should not be introduced to solid foods before the age of 4 months. At the center, we only bottle feed infants less than 4 months with mother's milk or formula; no water or juice or solid foods unless requested by a physician.) Infants over 4 months are spoon-fed age-appropriate solid foods that are brought from home, in addition to breast milk or formula, and given the opportunity to drink from a cup when developmentally appropriate. Food provided by the parent/guardian will be fed to your baby and the parent will keep teachers up to date on changes with foods introduced and serving size increases. Parents are required to provide clean, labeled bottles daily. Re-usable labels are provided at the center and should include the infant's full name and the date. Bottles received without a name or date will not be used and must be discarded.

We want your input and preferences about the way your baby is fed. Please answer the questions on infant feeding provided in your enrollment packet so that we can work together to provide your child with the safest, best nutrition according to your style of parenting.

Prior to enrollment, it is our policy that parents/guardians meet with the center director and lead infant teacher to discuss and develop a feeding plan for your child.

This feeding plan was created for (child's name):

Teacher's name and signature: \_\_\_\_\_

Parents name and signature: \_\_\_\_\_

Directors name and signature: \_\_\_\_\_

Date this plan was created/ revised: \_\_\_\_\_

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**Infant Feeding Plan**

1. What does your baby drink most of the time? \_\_\_\_\_  
How much per feeding? \_\_\_\_\_
2. Do you provide any other liquid (infants over 6 mos.) as a supplement? CIRCLE: YES NO  
If so, how much? \_\_\_\_\_
3. Does your baby currently receive any type of solid food? (For babies 4-6 mos. Of age  
with Dr. Note.) CIRCLE: YES NO  
If so, how much? \_\_\_\_\_
4. Please tell us your baby's usual pattern of eating-about how much and how often?  
Amount: \_\_\_\_\_ Frequency: \_\_\_\_\_
5. Are there times when you plan to nurse your baby at the center? If so, describe and we  
will try to plan feeding times accordingly. \_\_\_\_\_
6. If your child is receiving breastmilk, what do you wish for us to do if we run out of  
pumped milk? \_\_\_\_\_
7. If your child is eating finger foods, how often would you like them offered and what  
amount? (must be parent provided.) \_\_\_\_\_
8. Are you aware of any food allergies or sensitivities that your baby has? CIRCLE: YES NO  
If so, describe: \_\_\_\_\_
9. Does your baby have any problems with feedings such as choking or spitting up?  
CIRCLE: YES NO  
If yes, please explain: \_\_\_\_\_
10. Do you add cereal to your child's solid food? CIRCLE: YES NO  
If so how much? (cereal must be provided from home.) \_\_\_\_\_
11. Would you like us to give your infant a full feeding before pick-up? CIRCLE: YES NO

Additional info or comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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**INFANT SUPPLIES**

**PLEASE BRING THE FOLLOWING ITEMS FOR YOUR INFANT TO HAVE AVAILABLE WHILE IN THE NURSERY**

**EVERYTHING LABELED WITH PERMANENT MARKER, PLEASE**

- BOTTLES -** YOU MAY BRING FORMULA AND WE WILL PREPARE BOTTLES AS NEEDED – IF WE CAN USE TAP WATER – **WE MUST HAVE A CLEAN BOTTLE BROUGHT FROM HOME EVERY DAY AND USED BOTTLES TAKEN HOME EVERY DAY!!!**
- DIAPERS -** WE NEED A MINIMUM OF 5 EACH DAY. YOU MAY BRING A LARGE PACKAGE IF YOU WOULD LIKE.
- BABY WIPES -** LARGE FLAT BOX THAT DIAPERS CAN SET ON TOP OF.
- BLANKET -** BRING A CLEAN BLANKET THE FIRST DAY OF YOUR WORKWEEK, AND TAKE HOME THE LAST DAY OF YOUR WORKWEEK.
- CLOTHING -** 2 COMPLETE CHANGES AVAILABLE EACH DAY.
- FOOD -** ALL FOOD IS FURNISHED BY THE PARENT/GUARDIAN UNTIL CHILD IS ONE YEARS OLD. PLEASE BRING FORMULA OR BREAST MILK (PLEASE CHOOSE A FORMULA FOR EMERGENCY USE). (BREAST MILK MAY BE FROZEN AND STORED IN OUR FREEZER). WHEN YOUR CHILD BEGINS SOLID FOOD WE WILL NEED: CEREAL, FRUITS, AND VEGETABLES (AS YOU ADD NEW FOODS PLEASE LET THE NURSERY STAFF KNOW). WE HAVE GRAHAM CRACKERS, CHEERIOS, TEETHING BISCUITS, YOGURT AND FRUIT THAT WE CAN USE **WHEN YOU GIVE US PERMISSION.**
- PACIFIER -** IF YOU WANT YOUR CHILD TO HAVE ONE.
- DIAPERING -** OINTMENTS OR CREAMS FOR RASHES.

Child's Name/*Nombre del niño(a)* \_\_\_\_\_

Date Started at Center/*Fecha que empezó en el Centro* \_\_\_\_\_

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**As for licensing requirements:**

- For your child to sleep in an inclined position (bouncer/swing/boppy pillow under the mattress) we will need a doctor's note before the child starts in the nursery.
- If your child has a specific eating schedule/amount or need, please supply us with a doctor's note with specific instructions for your child.
- For your child to be swaddled in a blanket at nap time, we will need a doctor's note saying it is ok before the starts in the nursery.

