

## Under 2s Policy and Procedures

Staff will follow the Early Years Foundation Stage (EYFS) framework, in order that all babies' and children's learning needs are met. Daily activities will consist of a wide variety of sensory play, both indoors and out. These will be carefully planned and appropriate for the age and development of babies and children. When possible, and with parents' written consent, staff will take the babies/children for outings around the village and to the park.

All outdoor shoes will be removed before entry to the Baby Room.

Our staffing levels will ensure that babies and children will interact at regular intervals with a familiar adult throughout the day.

There is a separate base room for babies and children under two.

Nappies will be checked and changed regularly, using each baby's or child's own nappies, wipes and creams. Nappy changes will be recorded in babies' and children's individual books. Nappy changing facilities are provided which meet environmental health standards.

Cots, sleep mats and bedding are provided for babies and children to rest or sleep. Babies and children will not be prevented from sleeping and will be allowed to wake naturally. Each baby or child will have their own bedding, kept in a named cotton drawstring bag. Bedding will be washed weekly or when soiled. Cots will be cleaned after each use. Individual sleep patterns will be adhered to. Sleeping babies will be frequently checked, every ten minutes, and this will be recorded on the 'Sleep Record' chart.

Feeding will follow each baby's individual needs, in detailed consultation with parents when weaning babies. All babies' bottles will be clearly labelled and stored in the small fridge in the kitchen. All feeds will be prepared in the kitchen. Steam sterilisation will be used for babies' and children's feeding equipment and dummies.

When in low chairs babies will be restrained in safety harnesses. The Ark will provide beakers, bowls, cutlery and bibs. Staff will ensure babies and children are well cared for, keeping faces and hands clean at all times.

Toys and equipment will be cleaned weekly or as necessary.

A daily system of exchange of information will take place both verbally, and in the form of individual books, between parents/carers and Ark staff.