

Breastfeeding Friendly Child Care Breastfeeding Policy Sample
[name of your program (childcare center/family childcare home)]

One way to start is with an Opening Statement of your program's breastfeeding support. Use your own words to describe your program's support.

For example: [Name of your program] recognizes the importance of breastfeeding and human milk feeding for the optimal health of the child, mother, family, staff, and community.

Then include the Purpose of your Breastfeeding Policy. Use your own words to describe the purpose of your breastfeeding policy.

For example: The purpose of our breastfeeding policy is to ensure that we provide welcome, encouragement, and support so that families and employees can continue to breastfeed while in our child care program.

You also may want to include that you align with the state law and childcare regulations.

For example:

We also are fully in line with the state law and state requirements.

North Carolina State Law: "A woman may breast feed in any public or private location where she is otherwise authorized to be, irrespective of whether the nipple of the mother's breast is uncovered during or incidental to the breast feeding."

DCDEE - Child Care Commission Rule/10A NCAC 09.0901/General Nutrition Requirements(k): Parents shall be allowed to provide breast milk for their children. Accommodations for breastfeeding mothers shall be provided that include seating and an electrical outlet in a place other than a bathroom that is shielded from view by staff and the public which may be used by mothers while they are breastfeeding or expressing milk.

Required Topics for the (NC Breastfeeding Friendly Child Care Designation [NCBFFCD];

<https://ncnutrition.adobeconnect.com/requiredpolicytopics/>) written breastfeeding policy include, but are not limited to:

1. Clear statements that the program (see the following bullets):

- **Welcome breastfeeding families.**
Review the *Ten Steps to a Breastfeeding Friendly Child Care* and substeps (included below) for ways to welcome breastfeeding families. An example step is listed here.
(See Step 6) We provide a breastfeeding-friendly environment.
- **Support families to continue breastfeeding as they pursue employment or education.**
Review the *Ten Steps*/substeps for ideas to support families. Example steps are listed here.
(See Step 3) We provide information to families about the importance of breastfeeding.
(See Step 6) We provide a breastfeeding-friendly environment.
(See Step 9) We contact and coordinate with community breastfeeding support resources, and we actively refer mothers and families.
- **Provide appropriate breastfeeding-friendly and human milk storage space.**
Review the *Ten Steps*/substeps for ideas to provide these spaces. Example steps are listed here.

(See Step 2) We train and evaluate all staff in the skills to support and promote optimal infant and young child feeding. (Example wording., “Our staff and families are trained in appropriate storage, labeling, and preparation of human milk for feeding.”)

(See Sep 5) We ensure that all breastfeeding families we serve are able to properly store and label their breast milk for child care use.

(Step 6) Provide a breastfeeding-friendly environment.

- **Promote exclusive breastfeeding practices for the first 6 months of life. Exclusive breastfeeding means that for the first six months of life, infants only receive human milk: no infant formula, water, juice or solid food.**

Review the **Ten Steps**/substeps for ideas that promote exclusive breastfeeding for the first 6 months. Example steps are listed here.

(See Step 1) Have a written policy that reflects the program’s commitment to promoting and supporting breastfeeding, especially exclusive breastfeeding, and share with employees and families.

(See Step 2) We train and evaluate all staff in the skills to support and promote optimal infant and young child feeding.

(See Step 5) We ensure that all breastfeeding families we serve are able to properly store and label their breast milk for child care use.

- **Supports and promotes appropriate introduction of solid foods with continued breastfeeding for one year or longer, and as desired by families, as recommended by the [American Academy of Pediatrics \(AAP\)](#).**

Review the **Ten Steps**/substeps for ideas that support and promote appropriate introduction of solid foods with continued breastfeeding. Example steps are listed here.

(See Step 2) We train and evaluate all staff in the skills to support and promote optimal infant and young child feeding..

(See Step 8) Ensure that each infant has a feeding plan that supports best feeding practices.

- **Maintains current individual infant feeding plans which support breastfeeding practices including:**
 - ✓ **Recognizing and responding appropriately to infant feeding cues.**
 - ✓ **(Following) paced bottle feeding practices.**
 - ✓ **(Ensuring) active family/early educator coordination of infant feeding to support lactation goals.**

Review the **Ten Steps**/substeps below for ideas that describe how you maintain infant feeding plans. Example steps are listed here. Using the Ten Steps and substeps, you can describe - in your own words - how your program maintains individual infant feeding plans, remembering to address the three checked statements. (Example statements might be: *At [name of program], we recognize and respond appropriately to infant feeding cues. We schedule yearly trainings for all staff - director, admin, reception staff, teachers, food prep staff, substitutes, “floaters” - on infant feeding cues, learning how to recognize the feeding cues and the importance of responding appropriately. New employees receive the training in the first month of employment.*)

(See Step 2) We train and evaluate all staff in the skills to support and promote optimal infant and young child feeding.

(See Step 8) Ensure that each infant has a feeding plan that supports best feeding practices.

2. Descriptions of the following:

- **Health benefits of breastfeeding for the:**

- **Child:**
- **Breastfeeding parent: and**
- **Family:**

Check out the webinar for benefits or the NC Breastfeeding Friendly Child Care Designation info page (<https://www.nutritionnc.com/breastfeeding/bf-childcare.htm>), or you can google “health benefits of breastfeeding.”

- **How staff and families are trained in appropriate storage, labeling, and preparation of human milk for feeding.**

(See Step 2) We train and evaluate all staff in the skills to support and promote optimal infant and young child feeding. Include specifics: **How often is training held? When, especially for new employees? Where does training take place (virtual, part of regular professional development training in house? Who provides/conducts the training?**

(See Step 5) We ensure that all breastfeeding families we serve are able to properly store and label their breast milk for child care use. Include specifics: **When do you talk with families about handling, storing, and labeling the human milk for feeding? How do you inform families - in person during enrollment, via email or newsletters, notes home to parents? When and/or how often - during enrollment, first day, daily/weekly email reminders, newsletters? What information do you share (such as the NCDCEE or CDC information?**

(See Step 6) Provide a breastfeeding-friendly environment.

- **How early educators develop skills to support breastfeeding.**

(See Step 2) Train and evaluate all staff in the skills to support and promote optimal infant and young child feeding. **(How often is training held? When, and especially for new employees, how close to the employee start date? How/where does training take place (virtual, part of regular professional development training in house?)**

(See Step 10) We train all staff (teaching and non-teaching) annually on the protection, promotion, and support of breastfeeding.

- **The process for family feedback about the program’s breastfeeding support and promotion.**

Write the process you use for family feedback in your own words. How do families provide feedback? You may already have a process in place for other feedback and that may work here, too. **Some ideas include:**

- We request feedback from our families.
- We send surveys about our breastfeeding support and promotion practices.
- Families can send us an email.
- We encourage anonymous feedback (for example: parents can place note under the director’s door; there is a suggestion box next to the front door that parents can use.)
- Parents can email the teacher.
- Parents can call the teacher or director.

3. The program’s written policy for breastfeeding employees must include:

- **Reasonable time to allow the employee to breastfeed or express as needed.**

(See Step 7) Support breastfeeding employees.

Other helpful ideas include:

- Can the teacher bring the baby to their class?
 - Can the teacher wear the infant in a sling (hands free)?
 - Employees should notify the director...
 - For classroom staff, coverage will be provided and will be scheduled...
 - Employees may remain “clocked in” while expressing milk.
 - Meet with each employee to develop a personal plan that is re-evaluated at a specified time (e.g., six weeks, monthly, bi-monthly).
- **Access to a breastfeeding-friendly space other than a bathroom. (Note: The location provided must be a functional space for expressing human milk. The space must be shielded from view, and free from any intrusion from co-workers and the public.)**
(See Step 7) Support breastfeeding employees.
Example statements might include:
 - At our childcare program, we have a space for our employees to express their milk (with description of space).
 - We have a curtained off area in our infant room that is private and not in the view of the public, has an electric outlet, and a table to hold the pump, bottles, and perhaps a picture of the baby.

Written Breastfeeding Policy adopted: _____ (DATE)
Written Breastfeeding Policy reviewed/revised: _____ (DATE)
Written Breastfeeding Policy reviewed/revised: _____ (DATE)

You also will need to attest:

The written breastfeeding policy includes your child care facility’s name.

The written breastfeeding policy addresses all required topics.

The written breastfeeding policy has the date* the policy was adopted, revised, and/or reviewed.

**It is recommended that the breastfeeding policy be reviewed and/or revised annually.*

NEXT PAGE: *Ten Steps to Breastfeeding-Friendly Child Care*

Ten Steps to Breastfeeding-Friendly Child Care

Step 1. Have a written policy that reflects the program's commitment to promoting and supporting breastfeeding, especially exclusive breastfeeding, and share with employees and families.

- 1.1 Our center has a written policy for promoting and supporting breastfeeding, and it is regularly communicated to our staff and families.
- 1.2 Staff evaluations document a review of breastfeeding support activities.
- 1.3 Our center's breastfeeding support is part of our discussion with all potential families.

Step 2. Train and evaluate all staff in the skills to support and promote optimal infant and young child feeding.

- 2.1 All staff at our center receive training on age-appropriate infant feeding practices, including proper storage and handling of human milk.
- 2.2 All staff at our center receive training on recognizing infant hunger cues and feeding in response to these cues.
- 2.3 All staff at our center receive training on the risks and benefits of different infant feeding options.
- 2.4 All staff at our center receive training in breastfeeding protection, promotion, and support, including support of exclusive breastfeeding.

Step 3. Inform women and families about the importance of breastfeeding.

- 3.1 We provide all our families with our written policy for promoting and supporting breastfeeding.
- 3.2 Culturally appropriate educational materials on breastfeeding and on the risks and benefits of different feeding options are displayed in several areas.
- 3.3 Culturally appropriate educational materials on breastfeeding and on the risks and benefits of different infant feeding options are actively distributed to the families we serve.

Step 4. Provide learning and play opportunities that normalize breastfeeding for children.

- 4.1 We provide toys and books that illustrate nursing animals and babies, for children of all ages.
- 4.2 We discuss interactions between mothers and babies with children of all ages, including how they feed.

Step 5. Ensure that all breastfeeding families we serve are able to properly store and label their breast milk for child care use.

- 5.1 We provide sufficient refrigerator and freezer space to accommodate all of our breastfeeding families' storage needs.
- 5.2 We instruct all breastfeeding families on the proper way to store and label human milk for child care center use, and all milk at our center is properly labeled.
- 5.3 We discuss with all families how expressed milk will be handled at our child care center.

Step 6. Provide a breastfeeding-friendly environment.

- 6.1 We actively invite breastfeeding mothers to come to the center to nurse their babies while under our care.
- 6.2 There is a clean and comfortable place in our center, other than a bathroom, for mothers to sit and nurse their babies, or pump (express) milk if desired.
- 6.3 Our center displays posters and distributes materials, including photos reflecting the families we serve, that show our support of breastfeeding and demonstrate best practices.

Step 7. Support breastfeeding employees.

7.1 Breastfeeding employees are given appropriate breaks so that they may express milk and/or nurse their babies as needed.

7.2 The center provides a clean, comfortable, private place for employees to pump/express milk and/or nurse their babies as needed.

Step 8. Ensure that each infant has a feeding plan that supports best feeding practices.

8.1 We develop a written feeding plan with each new family at our center, which is accessible and regularly updated.

8.2 Breastfeeding support is explicitly included in all feeding plans, as part of the standard form.

8.3 We respond to infants' hunger cues rather than feeding on a schedule, and we encourage mothers to feed this way at home.

8.4 We encourage mothers to introduce solid foods at a developmentally appropriate time.

Step 9. Contact and coordinate with community breastfeeding support resources; actively refer mothers and families.

9.1 Our center has a list of community breastfeeding resources to be used for referral.

9.2 Our center regularly refers families to community breastfeeding resources.

9.3 Our center tracks community referrals and follows up with families as needed.

Step 10. Train all staff (teaching and non-teaching) annually on the protection, promotion, and support of breastfeeding.

10.1 Our center has up-to-date materials on hand that include information on breastfeeding and human milk feeding.

10.2 Each staff member receives at least one hour per year of continuing education on human milk feeding and breastfeeding support.

10.3 Our center provides a resource list, for our staff, of local lactation consultants and community providers who can answer breastfeeding and human milk feeding questions.