



Leeds Baby Bank: Policy on accepting and distributing Formula Milk

Purpose:

This document is intended to clearly present the policy for accepting and distributing formula milk at Leeds Baby Bank. We will provide convenient access to both sets of policies.

Aim:

This policy is to provide an overview of the process of accepting and distributing formula milk to families in Leeds.

Introduction:

Whilst Leeds Baby Bank supports breastfeeding as a healthy start in life, we also recognise that this is not possible for some parents. Formula milk is an alternative to breastfeeding which provides nutrition to children within the charities' reach of support.

Leeds Baby Bank do not judge any family situation, are here to help families in crisis, and give choice to parents on their way of keeping their children healthy. We connect with and are in a position to provide information to families on a healthy start in life for their children; but will in no way dictate which is 'better' or 'preferred' as each family has an individual need, situation and background; we are impartial to this and provide families what they feel they need; with strict safety protocols.

Referral process:

We follow the unicef advice published in November 2020, which is to have a robust

referral process for families being referred to us.

We only accept professional referrals and have various checks whether the referrer is a genuine professional:

- Job title is gathered in the referral form
- Contact details are gathered in the referral form
- Work email address is checked in the referral process
- Work postcode can be checked is checked on referral (if any doubt arises)

Calls can be made instantly when a referral is submitted, to ensure that the referrer is a professional.

How do Leeds Baby Bank ensure that children are kept safe?

Leeds Baby Bank do not provide Formula milk unless it is already in use by the child in the family.

This is a condition of making a referral and is demonstrated in our referral form:

'If you request infant formula, you must confirm below that the child is already formula fed and that the product will only be used for the intended child (Infant Formula & Follow on Formula (England) Regulations 2007 s25 (a)(b)'

How do Leeds Baby Bank ensure the formula is fit for consumption?

Every edible product that arrives at Leeds Baby Bank is checked:

- That it is in sealed packaging with no sign of damage
- That the product is within its use by date
- That it is not prescription or for medical use

How are people trained on this?

All staff and volunteers are trained to perform the above checks, and understand the need to waste items that fall outside of these checks.

Training takes place on induction, and regular checks take place within the unit to ensure that any edible product is fit for consumption.

What about special brands for medical purposes?

Leeds Baby Bank are not in a position to administer medical products. Therefore will only accept and distribute certain brands of formula milk.

Any formula milk that requires medical supervision will not be accepted or distributed.

References:

<https://www.unicef.org.uk/babyfriendly/wp-content/uploads/sites/2/2019/05/Provision-of-formula-milk-at-food-banks-Unicef-UK-Baby-Friendly-Initiative.pdf>

Access to Source Documents

Access to Leeds Baby Bank full policies and procedures can be found on:

<http://leedsbabybank.org/policies-and-procedures>