

BREASTFEEDING FRIENDLY CHILD CARE

Evidence Guide Child Care Centers

This guide should be used by centers interested in becoming recognized as a Breastfeeding Friendly Child Care Program.

Commitment to Breastfeeding: Make a commitment to the importance of breastfeeding, including written policies and procedures and supporting staff's decision to breastfeed.				
Practice	Progressing	Breastfeeding Friendly	Breastfeeding Advocate	Evidence
A clear written policy supporting breastfeeding for both families and staff (must guarantee employees have adequate time and space to breastfeed or pump) – see sample policy	Exists informally, or is written but not regularly communicated to staff	Is written, easily available, and regularly communicated to staff, families (including potential families) and visitors	Is written, easily available, regularly communicated to <i>all</i> staff, families, <i>and</i> is posted, printed or displayed and actively discussed on tours	<input type="checkbox"/> Copy of Written Policy
Staff and families receive accurate printed materials and information about breastfeeding	Are not available at our program or are available upon request by our staff and families	Are easily available at our program for our staff and families	Are actively distributed to all staff, families and visitors	<input type="checkbox"/> Copy of Written Policy
Breastfeeding staff are given appropriate breaks to pump breast milk and/or nurse their children as needed	Sometimes, if they ask	Always	Always <i>and</i> are encouraged to bring their children to work or enroll their children in the program	<input type="checkbox"/> Copy of Written Policy
Exclusively breastfed babies are fed only breast milk during the first 6 months, meaning no formula, water or solid foods are fed, without prior permission from the family	Sometimes, but not all of the time	Always	Always <i>and</i> information is provided to all families about waiting until 6 months to feed solid foods (AAP recommendation)	<input type="checkbox"/> Copy of Written Policy

Education and Training Section: Train yourself and staff the skills needed to support breastfeeding, require continued education updates at least once a year and provide education to families and visitors.				
Practice	Progressing	Breastfeeding Friendly	Breastfeeding Advocate	Evidence
Staff receive training on breastfeeding, including the health benefits, importance of exclusive breastfeeding and supportive practices	Only as a part of new staff orientation	Once each year, for all staff providing direct care of babies	At least once each year, <i>all</i> staff – pursue additional training more than one time each year	<input type="checkbox"/> Copy of training certificate <input type="checkbox"/> Copy of PDIS training certificate
Staff receive training on safe handling and storage of breast milk	Only as a part of new staff orientation	Once each year, for all staff providing direct care of babies	At least once each year, <i>all</i> staff – pursue additional training more than one time each year	<input type="checkbox"/> Copy of training certificate <input type="checkbox"/> Copy of PDIS training certificate
Staff receive training on age-appropriate feeding practices including recognizing baby hunger cues and feeding in response to cues	Only as a part of new staff orientation	Once each year, for all staff providing direct care of babies	At least once each year, <i>all</i> staff – pursue additional training more than one time each year	<input type="checkbox"/> Copy of training certificate <input type="checkbox"/> Copy of PDIS training certificate
In our program, reference materials for staff that include information on breastfeeding and breast milk feeding.	Are not available, or exist but are not easily accessible to staff	Are comprehensive, up-to-date and easily accessible to staff	Are comprehensive, up-to-date, easily accessible <i>and</i> actively distributed to staff	<input type="checkbox"/> Photographs or samples of materials
Staff evaluations include a review of client breastfeeding support activities	Rarely or never	Always with infant room staff	Always with all staff	<input type="checkbox"/> Self-reported

Communication Section: Build strong relationships and communicate regularly with your staff and families.				
Practice	Progressing	Breastfeeding Friendly	Breastfeeding Advocate	Evidence
A written feeding plan for each child under 15 months	Does not exist or is not regularly updated or communicated with families	Is written, accessible, communicated with families and updated at least every three months	Is written, accessible, communicated with families, and updated at least every <i>month</i>	<input type="checkbox"/> Copy of the form used for feeding plans
Feeding in response to a child's feeding cues	Is not practiced in our program or is not discussed with families	Is practiced in our program and discussed with all families	Is practiced in our program, discussed with all families <i>and</i> written materials are provided	<input type="checkbox"/> Copy of policy or other written materials indicating that this is practiced
Breastfed children are not fed in the last 1 to 1.5 hours before scheduled pick up time	Sometimes	Always, with regular communication and coordination of family schedules	Always, with regular communication and coordination of family schedules <i>and</i> encouragement of families to feed onsite	<input type="checkbox"/> Copy of policy or other written materials indicating that this is practiced
Instructions on how to properly, handle and store breast milk for use in the child care program is provided to staff and parents.	Rarely or never	Regularly as needed, informally or in writing, all breast milk is properly labeled	Regularly as needed, as written guidelines, all breast milk is properly labeled, <i>and</i> additional storage and pumping information is regularly provided	<input type="checkbox"/> Copy of written policy <input type="checkbox"/> Documentation showing staff have been trained on this practice
Handouts and other educational materials that promote exclusive and any breastfeeding	Are not available or are available but not displayed	Are regularly available and displayed	Are regular available, displayed in <i>more than one</i> area <i>and</i> actively distributed or discussed with families	<input type="checkbox"/> Photographs or samples of materials
Breastfeeding supportive practices on program marketing or advertising materials for the public	Are not included	Are available in printed information and on the program's website and/or social media	Are available in printed information, on the program's website and social media <i>and</i> are actively promoted as an advertising message.	<input type="checkbox"/> Photographs or samples of materials, viewed on website

Resources: Refer families to local breastfeeding resources, services and skilled breastfeeding support.				
Practice	Progressing	Breastfeeding Friendly	Breastfeeding Advocate	Evidence
A list of community breastfeeding resources and referrals	Exists but is not easily accessible to staff and families	Is comprehensive up-to-date and easily accessible to staff and families	Is comprehensive, up-to-date, easily accessible to staff and families <i>and</i> actively distributed	<input type="checkbox"/> Copy of resource and referral list
We make referrals to community breastfeeding resources	Occasionally	Sometimes	Actively <i>and</i> often	<input type="checkbox"/> Copy of policy or other written materials indicating that this is practiced

Breastfeeding Friendly Environment: Create a culture at your program that is openly supportive of breastfeeding				
Practice	Progressing	Breastfeeding Friendly	Breastfeeding Advocate	Evidence
A clean, designated area (other than a bathroom) for staff, families and visitors to nurse or express breast milk	Is not available or only available at certain times	Is always available (not a bathroom), has appropriate seating, is private (shielded from view, free from intrusion) and has access to an electrical outlet	Is always available (not a bathroom), has appropriate seating, is private (shielded from view, is free from intrusion), has an electrical outlet <i>and</i> is stocked with education materials and breastfeeding supplies	<input type="checkbox"/> Photograph of breastfeeding space
Breastfeeding families are encouraged to come and nurse or feed their children onsite	Sometimes	Always, including a written invitation in materials provided by the program	Always, including a written invitation in materials provided by the program <i>and</i> the offer of breastfeeding support groups	<input type="checkbox"/> Copy of policy or other written materials indicating that this is practiced
Adequate refrigerator and freezer space for the storage of breast milk	Is not available onsite	Is always available onsite	Is always available onsite <i>and</i> a deep freezer also is available	<input type="checkbox"/> Photograph of storage space
Posters that contain information about breastfeeding and photos of breastfeeding children and animals*	Are not posted or are displayed only in the infant room	Are displayed throughout and formula and formula marketing materials are hidden from view	Are displayed in <i>multiple locations</i> , formula and formula marketing materials are hidden from view <i>and</i> the program has not received anything free from formula companies	<input type="checkbox"/> Photographs showing each space that includes photos
Toys and books that show breastfeeding children and nursing animals	Are not available	Are available to most of the children in our program	Are available to <i>all</i> of the children in our program	<input type="checkbox"/> Photographs showing each space that includes toys and books