



Daily Care Routines Policy September 2025

Mission

Minibugs Nurseries Daily Care Routines Policy is in place to ensure parents/carers and nursery team members understand the process of providing the best possible care routines for the children so they can thrive in a safe, caring and nurturing environment.

Forms

Throughout the registration process at Minibugs the parent/carer will complete a variety of documents. It is these documents that will help our nursery team members to understand the child's daily routine.

It is important that parents/carers keep the nursery team up to date with any changes to a child's care routine, either by updating records with the child's key worker or emailing the nursery management team.

The nursery team will use various record keeping documents detailing care given to each child, shared either via handovers at the end of a session or via the parent zone app.

Sleeping at Nursery

A child's key worker will work with parents/carers to establish a safe sleeping routine for a child at nursery that responds to the child's needs.

Minibugs nursery follows advice and guidance from the NHS and Lullaby Trust for sleep and rest times. Parent/carer requests for sleeping practices not in line with the guidance cannot be accommodated.

More information can be found:

- [How to reduce the risk of SIDS for your baby - The Lullaby Trust](#)
- [Reduce the risk of sudden infant death syndrome \(SIDS\) - NHS](#)

Hot Weather

Where the UV rating is 8, children will be kept indoors to ensure they are protected during periods of intense UV radiation. In these circumstances outdoor play will be arranged at an alternative time in the day that is deemed appropriate.



Where the UV rating is between 6 and 7, children will be encouraged to seek shade. Children will have to wear suncream (50+) and be covered appropriately. Where appropriate the nursery management team may limit time spent outdoors during midday hours.

The UV rating is indicated locally by the met office.

Parent/carers need to ensure that the following is provided for a child in hot weather:

- A hat, preferable with neck protection, labelled with the child's name
- Appropriate clothing that is light and covers the child's shoulders
- Where the child does not have permission to have the nursery sun cream applied, an alternative high factor suncream (50+) that is free from nut products

Sun Cream of factor 50 should also be applied before coming to nursery in hot weather.

Where any of the above is not provided and the nursery management team feel the child might be at risk of heat related illness then care of the child may be refused.

The nursery team will ensure all steps are taken to keep children safe including reapplying suncream every 2 hours when outdoors, encouraging children to stay hydrated and providing activities in shaded areas of the outdoor environment.

There may be occasions when, despite taking all steps, extreme heat poses a serious risk to the children of heat-related illness. Where this occurs, the nursery management team will make the decision as to whether nursery can remain open.

Clothes, Toys, and Belongings from home

Children take part in a wide range of activities throughout the day, so they need to wear suitable clothing and footwear, which they can change into when necessary. Each child is given a peg for this purpose, and parents/carers are asked to provide a complete change of clothes.

We recommend parent/carers label all children's clothes, to ensure that items go home with the correct child.

It is an essential component of educative play that children are able to enjoy a wide variety of activities that include paint, glue, water etc. Inevitably children will transfer some of these materials to themselves and their clothing. We attempt as far as possible to purchase consumable items which are "washable", but in practice not everything is washable off all clothing materials. Parent/carers should therefore dress their children with this in mind.



The nursery team are to ensure when children are changed that their clothing is bagged up and placed back in their bag or on their peg immediately to avoid any items being misplaced. Soiled/wet clothing will be bagged and given to the parent/carer. We ask that any borrowed items are washed and returned ready for re-use.

We will accept no liability for clothing damaged while the child is at the nursery.

Minibugs Nursery discourages parents/carers from allowing their children to wear jewellery during the day for their own and others safety. Should a child have their ears pierced then only securely fastened studs may be worn. Any jewellery or accessories being worn for religious or cultural reasons may be allowed but parents/carers must be aware that they take full responsibility for loss, damage or accidents involving the jewellery.

It can be devastating for a child to lose their favourite toy and toys from home can cause conflict between children, therefore personal toys should not be brought to nursery.

The nursery team will take all care possible to minimise lost items but ask parent/carers to understand that, due to the number of children that attend nursery, staff must prioritise the care of the children and excessive time cannot be allocated to searching for lost items.

Lost property that is not labelled or claimed will be sent to charity every 3 months.

Nappy Changing and Intimate Care

At Minibugs we strongly believe that nappy changing and toileting should be carried out with sensitivity, respect, and dignity to support a child's positive sense of self.

Parents/carers will provide:

- Nappies
- Wipes
- Barrier creams (if relevant)

Nappy changes/checks take place at 2 hourly intervals including after sleep time and before home time.

Every child's nappy change is recorded on Parentzone to ensure parent/carers are notified of all changes.

Toilet training at Minibugs is individualised to the needs and developmental readiness of each individual child and is carried out in partnership with parents/carers and the child's key worker.

Toilet training requires clear communication between parents/carers and a child's key worker to ensure that all parties feel informed and supported, as successful toilet training needs to be implemented both at nursery and at home.

To ensure toilet training is consistent parents/carers must ensure that:

- Plenty of spare clothes are provided
- Spare clothes are labelled
- Clothes are easy for the child to pull down/pull up when going to the toilet themselves – avoiding dungarees, tights, or belted trousers.

Minibugs will offer support and guidance to parents/carers with regards to toilet training. More specialised support can be accessed via the health visiting service.

Mealtimes

Minibugs provides an environment that gives children of all ages a happy, relaxed, and social occasion during mealtimes. Mealtimes are times when children's curiosity for exploring new concepts will be extended to introduce new tastes and textures.

Minibugs provides nutritious, wholesome meals which help the children to reach their full potential in terms of growth and development.

More information can be found in our Nutrition Policy.

Bottle/breast Feeding

Minibugs follows the NHS guidelines and advice for preparing and storing formula milk and breast milk.

The key worker will follow the child's feeding routine, ensuring that bottles are prepared fresh for each feed. To do this parent/carers must provide the following:

- Clean, sterilised, labelled bottles (enough for a clean bottle per feed)
- For formula, either:
 - Measured in a sterilised container, labelled.
 - In a sealed box to be kept at nursery, labelled.
 - As a shop bought prepared bottle/carton of milk, labelled.
- For breast milk:
 - Provided in a milk bag or sterilised container, labelled and date expressed.
 - Frozen breast milk can be provided in a milk bag, appropriately labelled with the date frozen and date of expiry.



The nursery team will record and handover any bottles drunk. Any milk left will be discarded and the bottle returned home.