I. Policy:

The National Accreditation Commission (NAC) requires infant staff to seek additional help when more than one infant needs to be fed at the same time. This policy outlines the procedures in maintaining compliance with this standard.

II. Procedures:

A. When more than one infant needs to be fed at the same time-infant staff must do the following:

1. Contact the other infant classroom to see if an additional staff person is available and/or extra to help
2. If another staff person is not available-infant staff must contact the ECEC management team to ask for assistance

B. Any staff who is available must assist in helping to feed infants who require feeding at the same time.

Approved by: [Signature]
President/CEO
Date 7/8/21

**Note for NAC-All infant staff have been informed of this policy and all new staff will receive this in their orientation process**