

# CHILD CARE STUDENT INSTRUCTIONS

## Introduction

Taking care of a baby can be fun! There are many things you need to know first. Babies usually will let you know one way or the other if they are unhappy. With a little knowledge and practice, you will learn what you need to do to properly care for a baby.

In this kit, you will learn to:

- Feed a baby
- Hold a baby
- Change a diaper
- Give a baby a bath
- Care safely for an infant



# ACTIVITY ONE:

## LIFTING AND CARRYING THE BABY

It is important to learn to lift and carry babies safely. They must be held firmly and supported, so that they feel secure. The head and neck need to be supported until the baby gets older.



### **In this activity, you will learn to:**

- Lift a baby safely
- Carry a baby using two methods
- Lay a baby to sleep

### **Materials needed from the kit:**



- Baby

### **Materials you will need to get:**

- None

## Procedure:

1. Before picking up the baby, talk to her so that she knows you are present. Do not pick her up unexpectedly. It could startle the baby.
2. Slip your hands under her, with one hand under the head and neck, and the other under her bottom. Keep your hands there for a few moments before actually lifting.



3. Slide the hand that is under the baby's head, down the back, so that your arm acts as a back and neck support and your hand cradles the bottom.
4. Use the other hand to support the legs. Lift the baby gently toward your body. Bend over to bring your body closer. You will limit the distance the baby will have to travel in midair.





5. Keep one hand under legs and bottom, and the other supporting the back, neck, and head.



6. Place the baby stomach down. To pick up the baby, slip one hand under the chin and neck, and the other under the stomach.





7. Another way to carry the baby is on your hip. Hold the baby snugly against your body with one arm while resting her bottom on your hips.



8. Now practice the front carry. Face the baby out, keeping one hand across her chest. Press her back against your front. Use the other hand to support the baby's bottom.



9. Practice until you feel confident that you can do these techniques.
10. To put the baby back down to sleep, hold the baby close to your body as you bend over the baby bed (or changing table). Keep one hand on the baby's bottom. Use the other hand to support the back, neck, and head.



Leave hands in place for a few moments until the baby feels the comfort and security of the mattress. Then slip your hands out, and adjust the baby's position for sleeping. Babies should sleep on their backs.

11. The baby is crying, so gently talk to her or rub her back for a few moments.



Sometimes a soft lullaby will help the baby go to sleep. After a few moments, leave her to go to sleep. It is normal for the baby to cry for a few minutes, but she will usually go to sleep if left alone.

12. Clean the area and put the baby away.

# ACTIVITY TWO:

## FEEDING THE BABY

Babies are usually bottle-fed or breast-fed the first year. If a baby is bottle fed in the first year, doctors recommend a formula. Formula comes premixed in cans or bottles, or in powdered form. The powdered form is mixed with sterile water. If your water comes from a well, the doctors may recommend that the water be boiled for five minutes to sterilize it. After that first year, doctors recommend that children be taken off the bottle. Usually, the children can drink whole milk at this point.

There are many types of bottles and nipples on the market today. Bottles may be glass, plastic, or plastic with a soft plastic liner.

### **In this activity, you will learn to:**

- Prepare a bottle of formula
- Feed a baby using a bottle
- Burp a baby using three different methods

### **Materials needed from the kit:**



- Baby
- Baby bottle
- Bib

### **Materials you need to get:**

- Warm water



## Procedure:

1. Always wash your hands before handling the baby or preparing the bottles.



2. You will be taking care of this baby for several days. Why don't you give her a name?
3. Take the plastic bottle from the kit. Remove the nipple and lid. Push the nipple into the lid rim. Note that there is a protective covering for the nipple. This is used when you store the bottle in the refrigerator or take the baby out.



4. Fill the bottle with 4 ounces (see markings on side of bottle) of water. This will be your formula. Place the bottle in a bowl or pot of warm water. Allow about one minute for the water to warm.



5. Test the temperature by shaking a few drops of “formula” on your wrist. It should be lukewarm.



6. Pick up the baby and put the bib on her. Sit in a chair and cradle the baby in a semi-upright position. Be sure to support her head. The head should be higher than the feet.



Do not feed a baby when she is lying down. This will increase the risk of choking. This can also cause formula to flow into the middle ear. It can create an infection.

7. Hold the bottle so that formula fills the neck of the bottle and covers the nipple. This will prevent the baby from swallowing air as she sucks.



8. When a baby is hungry, she will move her open mouth towards anything that strokes her cheek or mouth. This is called the “rooting reflex.” To get the baby to open her mouth and grasp the nipple, start her “rooting reflex” by stroking the bottle nipple against the cheek near her mouth. Once the nipple is in her mouth, she will naturally begin to suck and swallow.



9. A baby will get fussy and cranky if she swallows air during the feeding. To help the baby get rid of air bubbles, she should be burped at least every three to five minutes during feedings. While you are feeding the baby, use one hand to place a cloth diaper on your shoulder (right or left shoulder, whichever side you want to burp the baby). This will protect your clothing in case the baby spits up.



10. There are three techniques for burping a baby. Practice all three.

- \* Hold the baby upright with her head on your shoulder. Support her head and back while you gently pat her back with your other hand.



- \* Sit the baby on your lap. Support her chest and head with one hand, while patting her back with your other hand.



- \* Lay the baby on your lap with her back up. Support her head so it is higher than her chest. Gently pat or rotate your hand on her back.



11. Continue to feed the baby. Now your baby has hiccups. Change her position and try to get her to relax. Resume the feeding after the hiccups are gone. Babies should be fed when they are calm and before they are very hungry. This will help keep the hiccups away during feeding.
12. Clean up your area and put the baby and her things away.

## ACTIVITY THREE: DIAPERING THE BABY

In the early months, a baby's diaper needs to be changed often. The best way to change a diaper is before and after a feeding, and after a bowel movement. This will help to avoid irritation and diaper rash on the baby's sensitive bottom. Many day care centers have a schedule for changing diapers, but they also check for accidents in between.

### **In this activity, you will learn to:**

- Diaper a baby using both a cloth diaper and disposable diaper
- Dispose of diapers in a sanitary fashion

### **Materials needed from the kit:**



- |                       |                   |
|-----------------------|-------------------|
| • Baby                | • Plastic panties |
| • Disposable diaper   | • Safety pins     |
| • Cloth diaper        | • Baby wipes      |
| • Fitted cloth diaper | • Baby powder     |

### **Materials you need to get:**

None



**Procedure:**

1. Wash your hands before getting started or wipe your hands with a diaper wipe.

**Fitted Cloth / Reusable Diaper**

There are two types of diapers: cloth diapers and disposable diapers. There are several versions of cloth diapers, but all are able to be used many times. When changing a diaper, the child care worker is responsible for cleaning the cloth diaper to be used again.

1. First gather the supplies including: the baby, fitted cloth diaper, plastic panties, baby wipes, and baby powder.



2. Place the baby on a changing table or other area that will be used for this purpose.



\* Never walk away and leave the baby unattended on the bed or changing table. A baby can roll off and fall on the floor very quickly. It is best to have a changing table that has safety belts to fasten the baby down.

3. Unfasten the diaper the baby currently has on. Clean the baby's front thoroughly with a diaper wipe. Be sure to clean all creases. Use a diaper wipe even if the baby is wet. You will need to wipe away any trace of urine that may cause a diaper rash. Wipe females from front to back.



4. It is important to dispose of diapers in a sanitary fashion. When possible, drop any formed stools into the toilet.\* If not, fold diaper with the wet part on the inside, and place in laundry bag. Used cloth diapers should be kept in a tightly covered diaper pail or laundry bag until picked up by the diaper service or washday.

\*Do not leave the baby unattended.

5. After the baby is thoroughly cleaned, diaper rash ointments can be used if needed. Baby lotions and oils are not necessary unless baby's skin is dry.



Do not shake out the powder near baby's face. A severe reaction can occur if she inhales it. Use very little powder. The baby powder can get in the creases of a baby and cause irritation. If desired, sprinkle some of the baby powder on your hand and rub on the baby's tummy just for the scent.

6. Place the clean fitted cloth diaper under the baby, with the large triangle under the baby's bottom. Pull the front triangle through the baby's legs. Secure the velcro.\* The diaper should fit snugly to prevent leaks, but not so tightly as to irritate the skin.



\*Optional: Practice using the baby safety pins on the fitted cloth diaper. Ask your teacher for further instruction.





7. Place the plastic panties on baby to protect the clothes, bedding, and the person holding the baby from a wet or soiled diaper.



8. Remove the plastic panties and fitted cloth diaper.

### Disposable Diaper

Disposable diapers are plastic diapers that are thrown away after each use. Many childcare workers use disposable diapers for convenience.

9. Spread open the disposable diaper. The colored design on the diaper goes in the front. Place the back of the diaper under the baby and between the legs. Pull the front up and secure each side with the tape tabs.



10. Dispose of diapers in a sanitary fashion. When possible, drop any formed stools into the toilet. Used disposable diapers can be folded over, tightly re-taped, and tied in a plastic bag for disposal in a trash can.



Use one plastic bag to dispose of an entire day's diapers. This is better for our environment. Used cloth diapers should be kept in a tightly covered diaper pail until picked up by the diaper service or washday.

11. Have the instructor check if the diaper is put on correctly.
12. Clean up the area and put away the baby and her things.

## ACTIVITY FOUR - DRESSING THE BABY

Dressing a baby can sometimes become a challenge with the baby's floppy arms, curled up legs, and a head that seems larger than any of the openings in the clothes.



### **In this activity, you will learn to:**

- Dress a baby using two techniques

### **Materials needed from the kit:**



- Baby
- Disposable diaper
- Onesie
- Gown
- Booties

### **Materials you need to get:**

- None



## Procedure:

1. Take out the clothes that you will put on the baby.
2. Put the baby on the desk or changing table.



\* Remember, never leave baby unattended on a changing table or bed.

3. Diaper the baby first using the disposable diaper. Remember to spread the diaper and put it under the baby between her legs. The printed designs should go in the front. Secure the tape tabs.



4. Open the gown and slip over the baby's head. Reach into the sleeve and gently pull the baby's hand through. After each arm is in the sleeve, pull gown down over the legs.



5. Now practice dressing the baby using the onesie. Remove the gown. Open the onesie and slip over the baby's head. Reach into the sleeve and gently pull the baby's hand through. After each arm is in the sleeve, bring the front flap over and snap into place.





6. Put the booties on baby's feet. Booties are better for infants since they allow for movement and growth.



7. Another way to dress or undress a baby is by supporting the baby in your lap. Take off the sleeves one at a time while you support the baby's back and head. Then stretch the neckline, lifting it free of the baby's chin and face as you gently slip it off.



8. Have the instructor check your work.
9. Clean up your area. Put the baby and her things away.



# ACTIVITY FIVE: SPONGE BATHING THE BABY

Newborn babies are given sponge baths until their umbilical area is healed. There may be other times that a sponge bath may be necessary instead of a tub bath.



## In this activity, you will learn to:

- Give a baby a sponge bath

## Materials needed from the kit:



- Baby,
- Mild soap,
- Cotton balls,
- Two washcloths
- Baby towel
- Heavy towel
- Disposable diaper (or fitted cloth diaper)
- Gown
- Booties
- Small wash basin

## Materials you need to get:

- Warm water

## Procedure:

1. Gather all supplies before starting bath. Fill basin with warm water. The water should always be about 98 degrees or body temperature.
  2. Undress baby and wrap her in the baby towel. Gently lay her on the surface you will be working on. Expose only the area you are working with at one time. This way, the baby will not get chilled.
- \* Remember, never leave the baby unattended on a changing table or bed.



3. Wet a cotton ball with warm water (no soap). Wipe eyes from inside corner to outside corner and pat face dry. Use a clean cotton ball for each eye.



4. Use a cotton ball to wipe around outer ears, but not inside.



You do not need to use soap on the face. Dry all parts of the face by patting with a dry washcloth or the baby towel.



5. Use one washcloth for washing the baby and another for rinsing each body area. Wash baby's neck, chest, arms, and legs with warm water and mild soap, rinse and pat dry. Be sure to clean in between the creases. Wash between the fingers and toes.





6. Lay baby on stomach with head to one side and wash her neck, back and legs, rinse and pat dry. Use heavier towel to pat dry as needed.



7. Bundle infant in baby towel and hold, using one arm to support head and neck. Cradle baby over basin to shampoo, rinse and pat dry with towel. You will not need to use shampoo until the baby has hair. You can use soap for this bath.



8. Remove diaper and wash diaper area. Rinse with washcloth wiping front to back and pat dry.
9. Wrap the infant in the baby towel putting her head in the slot on the towel. Move to an area where she can be dressed.



10. Diaper and dress the baby.
11. Have the instructor check your work.
12. Put away the baby and the supplies.

# ACTIVITY SIX - TUB BATHING THE BABY

Babies can be sponge bathed until they are ready for the tub. A baby is ready for a tub bath as soon as both umbilical cord stump and circumcision, if any, are healed. Sometimes a baby may not like being in the water. Most babies enjoy the bath once they get used to it. A baby can be very slippery while wet, so it is important to hold her firmly during the bath.



## In this activity, you will learn to:

- Prepare a tub for a baby's bath using the proper precautions
- Give a baby a tub bath

## Materials needed from the kit:



- |           |                     |               |
|-----------|---------------------|---------------|
| • Baby,   | • Cotton balls      | • Baby towel  |
| • Bathtub | • Disposable diaper | • Heavy towel |
| • Soap    | • Cloth diaper      | • Baby gown   |
| • Shampoo | • Two washcloths    | • Booties     |

## Materials you need to get:

Warm water



## Procedure:

1. Gather all supplies before starting bath.
2. Line the tub with a cloth diaper to keep the baby from slipping.



3. Put about two inches of warm water in the tub. The water should always be about 98 degrees or body temperature. Test the water with your elbow to be sure the water is comfortably warm.



4. Undress baby completely.

5. Slip the baby gradually into the bath. Support the neck and head with one hand. Hold the baby securely in a semi-reclining position.

\* Remember, never leave a baby unattended in a tub or on a changing table or bed. Babies can be very slippery when wet, so keep a firm grasp on baby.



6. First, use a sterile cotton ball moistened in warm water and wipe eyes from inside corner to outside corner. Use a fresh cotton ball for each eye.



7. Clean ears with a cottonball or washcloth.



8. Wipe the face with the washcloth but do not use soap.





9. Before shampooing a baby's hair, put a few drops of shampoo on a washcloth. With one hand, support the baby's body on the shoulders. Hold the washcloth in your other hand. Lather the scalp with the washcloth. Rinse thoroughly and pat dry.



10. Wash baby's neck, chest, arms, and legs with warm water and mild soap. Wash diaper area from front to back. Babies do not need to be washed with soap every day. Use soap every two days unless the baby tends to have lots of messy "accidents."



11. Once you've washed baby's front parts, turn her over your arm to wash back and bottom.



12. Rinse baby thoroughly with a fresh washcloth.
13. Wrap the baby in the baby towel and pat dry (use heavier towel if needed). Move to an area for dressing.



14. Put a diaper on the baby. Dress in baby gown following the step learned earlier. Put the booties on her feet if desired.
15. Have the instructor check your work.
16. Put away the baby and the supplies.

# ACTIVITY SEVEN - SWADDLING THE BABY

To swaddle a baby means to wrap her snugly in a blanket. For some babies, it makes them secure. It may even reduce crying. Other babies do not like it because they are not able to move around.

## **In this activity, you will learn to:**

- Swaddle a baby

## **Materials needed from the kit:**



- Baby
- Blanket

## **Materials you need to get:**

- None



## Procedure:

1. Spread a blanket on the desk or changing table with one corner folded down about six inches.



2. Place baby on the blanket diagonally, head above the folded corner.



3. Take the corner near baby's left arm and pull it over the arm and across the baby's body.



4. Lift the bottom corner and bring it up over baby's body, tucking it into the first swathe.



5. Lift the last corner, bring it over baby's right arm, and tuck it in under the back on the left side.



6. The wrapping can also be done below baby's arms, leaving them free. Do not use swaddling after the baby is a month old.



7. Have the instructor check to see if you have wrapped the baby correctly.
8. Remove the swaddling and practice wrapping the baby loosely without tucking the arms in.
9. Clean the area and put the baby and her things away.