



State of Illinois  
Department of Human Services



# Breastfeeding Friendly Child Care Centers: 10 Easy Steps

## Self-Appraisal Questionnaire



# 10 Easy Steps to Successful Breastfeeding for Child Care Centers

This Self Appraisal Questionnaire is designed to help child care centers perform a review of their existing practices and their current compliance with the requirements for being breastfeeding friendly. It's an ideal tool to assess key areas where improvements are necessary in order to support breastfeeding mothers and babies. Once the Self Assessment Questionnaire is complete, it can be used to prioritize areas where improvements are needed.

Name and Title of Staff completing form \_\_\_\_\_

Date completed \_\_\_\_\_

## Step 1: Designate an individual or group who is responsible for development and implementation of the 10 steps.

- Does the Child Care Center have a designated individual or group responsible for initiating and assessing progress in completing the steps to become “Breastfeeding Friendly?” Y N
- Does the Child Care Center have a designated individual or group responsible for reviewing policies, procedures and protocols for practice? Y N
- Does the Child Care Center have a designated individual or group responsible for ensuring staff receive orientation and continuing education Y N

## Step 2: Establish a supportive breastfeeding policy and assure that all staff are aware of and follow the policy.

- Does the Child Care Center have a written breastfeeding policy? Y N
- Does the policy cover all 10 steps? Y N
- Are all staff trained on the policy and monitored for compliance? Y N
- Is the policy available for review by women and their families if requested? Y N

## Step 3: Establish a supportive worksite policy for staff members who are breastfeeding.

- Are breastfeeding employees provided a flexible schedule for breastfeeding or pumping to provide breast milk for their children? Y N
- Are breastfeeding employees provided a private and clean place to breastfeed their babies or express milk? Y N
- Does this area have an electrical outlet, comfortable chair, and nearby access to running water? Y N

#### **Step 4: Train all staff so that they are able to carry out breastfeeding promotion and support activities.**

- Are new staff oriented to the breastfeeding policy and appropriately trained within six months? Y N
- Are all staff who have responsibility for care of infants and children able to provide breastfeeding information and support to help mothers continue breastfeeding when working or going to school? Y N
- Does staff work with family member to develop babies' individual breastfeeding support plans and regularly update the plans? Y N
- Does staff promote exclusive breastfeeding until babies are about six months old with continued breastfeeding to one year and beyond? Y N

#### **Step 5: Create a culturally appropriate breastfeeding friendly environment**

- Does the Child Care Center display culturally appropriate pictures and posters of breastfeeding and exclude those supplied by formula manufacturers? Y N
- Are brochures, pamphlets and other resources about breastfeeding displayed for easy access? Y N
- Does the Child Care Center offer information on the benefits of breastfeeding to all families enrolled at the Child Care Center? Y N
- Are fathers included in discussions about breastfeeding? Y N

#### **Step 6: Inform expectant and new families and visitors about your Center's breastfeeding friendly policies.**

- Are all staff able to explain the benefits of exclusive breastfeeding for six months and do mothers receive this information? Y N
- Do staff members willingly tell visitors about your breastfeeding policies? Y N
- Are breastfeeding policy and practice materials included in the Center's information packet? Y N
- Are current prospective parents encouraged to drop in and view the breastfeeding friendly environment? Y N

#### **Step 7: Stimulate participatory learning experiences with the children related to breastfeeding.**

- Do learning activities incorporate the concept that animals have baby animals of the same kind, and have special ways they are prepared to care for them, including how they are fed? Y N

- Does the Center offer children's books that contain pictures of breastfeeding, play dolls that are nursing and other learning experiences that normalize breastfeeding? Y N

**Step 8: Provide a comfortable place for mothers to breastfeed or pump their milk in privacy, if desired. Educate families and staff that a mother may breastfeed her child wherever they have a legal right to be.**

- Is a private, clean, quiet space available for mothers to breastfeed and/or express milk? Y N
- Does this area have a comfortable chair, electrical outlet and nearby access to running water? Y N
- Does the Center provide refrigerator space for breastfeeding mothers to store their expressed breast milk? Y N
- Does the Center educate staff and families that a mother may breastfeed her child wherever they have a legal right to be? Y N

**Step 9: Establish and maintain connections with your local breastfeeding coalition or other community resources.**

- Does the Child Care Center coordinate and exchange information with the local breastfeeding coalition, e.g., WIC, Head Start, Extension, schools, and health care providers? Y N

**Step 10: Maintain an updated resource file of community breastfeeding services and resources kept in an accessible area for families.**

- Are all breastfeeding mothers given contact details of community based breastfeeding support groups, breastfeeding peer counselors, and lactation specialists? Y N
- Are mothers with breastfeeding concerns referred to community resources? Y N
- Are current printed or electronic lactation resources available to breastfeeding clients and employees? Y N

*Adapted from: Department of Health Services, Division of Public Health, Nutrition, Physical Activity and Obesity Program, Wisconsin Partnership for Activity and Nutrition Breastfeeding Committee. Ten Steps to Breastfeeding Friendly Child Care Centers. December 2008.*

*The "Breastfeeding Friendly Child Care Centers: Ten Easy Steps" project was created by the West Central Illinois Breastfeeding Task Force and adapted for use statewide by the Illinois Breastfeeding Task Force. 2012*

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