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**FAIR FROME**

**BABY BASICS DONATION AND SAFETY POLICY**

Fair Frome is committed to complying with the current health and safety requirements regarding donation furniture items and baby equipment. We will always put the needs and safety of the client family and baby first.

Fair Frome values every item given to us; we are aware donations may have sentimental attachment and parents or carers have given us their baby’s precious things to help a baby or child in need.

This document sets out our policy on what we do with your donations so you can have confidence we will use them responsibly and sensitively. At Fair Frome we will always comply with current health and safety regulations and will always prioritise the safety and security of the client, user and child over the donations.

Fair Frome reserves the right to refuse to accept any donation for any reason. Whilst every effort is made to use items donated to us in accordance with this policy, we reserve the right to dispose of any donation as we see fit, including but not limited to passing on donations to another organisation, recycling, or disposal as waste. Any item disposed of as waste will be disposed of responsibly

We have published this notice to help you understand:

1. What items our Baby Basics Bank can accept
2. The safety checks we have in place before distributing the items

Health and Safety

All donations to the Fair Frome Baby Basics Bank must comply with current health and safety regulations and requirements. The Baby Basics Bank is also covered by Fair Frome’s health and safety general policy. Our goals at The Baby Basics Bank are **safety, hygiene** and **wellbeing**. With this in mind these are the following procedures put in place to ensure these goals are always met.

Suitable Donated Items:

**Clothes:**

* No marks, fading or discolour
* Missing buttons
* Tears or rips
* Broken zips

**Bedding and beds - do not include mattresses:**

* Moses baskets
* Cot beds - need to include the assembly instructions, along with all the fittings in a bag connected to the frame
* Sheets to be stain and bobble free

**Buggies and prams:**

* Ensure they are clean, including removing all items from the basket
* Have all the attachments included
* Complies with BS EN 1888 – see our Regulation Policy

**Children’s toys:**

* Be complete
* Not broken
* Safe

**Books:**

* Need to be in good condition
* No rips to the pages, tears or stains

**Misc.:**

* Bottles to have the lids but not the teats and not to be heavily stained

Unsuitable Items:

At Fair Frome we prioritise **safety, wellbeing** and **hygiene**. As a result of this, the following items must not be accepted or distributed as they fall into the following categories.

**Safety**

* Car seats or booster seats – **Safety**, we do not know if the seat has been involved in an accident, which could have caused internal damage not seen.
* Safety gates – **Safety**, it is essential that a stair gate fits stairs snugly, but it is not always so easy to achieve with a second-hand or worn-out product.
* Baby walking frames and door bouncers – These items are deemed **safety critical,** and it is difficult for us to quality check the product.
* Baby slings and baby carriers – **Safety critical** and is difficult for us to quality check.
* Repainted cots – **Safety**, the paint used may have contained lead or other substances that may be harmful when chewed.
* Children’s clothing with a drawstring. **Safety**
* Cot bumpers are no longer recommended for use in baby’s cots so are disposed of due to safety concerns.

**Wellbeing**

* Cot mattresses - **Wellbeing**, in line with safe sleep advice all cots and moses baskets are to be given with a brand-new mattress.
* Second hand children’s shoes - **Wellbeing**, all children walk differently and shape the shoes to their feet.

**Hygiene**

* Breast pumps – **Hygiene**, this is because contaminated pumps have been identified as reservoirs for bacteria, especially after being used by multiple mothers and cleaned inadequately between uses.
* Bottles- **Hygiene**, only new or immaculate used bottles and new teats are kept, used ones or unsealed packet items are disposed of.
* Cot duvets are not accepted due to **Hygiene** concern

**Inappropriate slogans and logos**

We try to be sensitive to the different situations in which some of the parents who receive our baskets may find themselves. We only give out items with slogans such as: ‘Daddy’, ‘Brother’, ‘Sister’ where we know the relationship exists or is known to be appropriate. We do not include clothing with logos, overt advertising, slogans or sentiments which in our opinion might cause distress or offence; at our discretion.

**Poor condition items**

We reserve the right to dispose of unsuitable items or items in poor condition. This can include clothing and bedding which is too worn, damaged or stained is disposed of.

Surplus Items:

If we accumulate more donations and items than we can accommodate at Fair Frome, then we reserve the right to pass these on to similar schemes to our Baby Basics Bank to help babies in need in other areas.

**The Board of Fair Frome will carry out regular monitoring of policy and procedures. These Policies will be reviewed annually. The Policy and Procedures were accepted and adopted by the Trustees of Fair Frome:**

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| Name: | John Killah | Position: | Chair of Trustees |
| Date: | 2.12.24 | Signature: | John Killah |