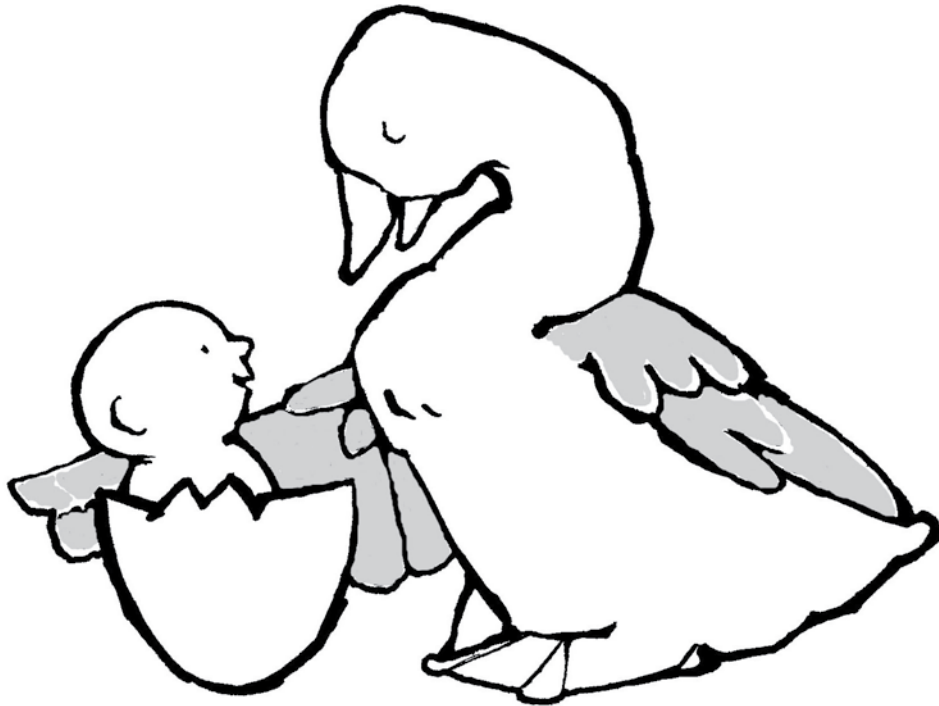




NEW PARENTS GUIDE





Welcome the new member of your family with love

Congratulations on the birth of your new baby

This booklet will guide you through the important first steps on registering the birth and getting help from other council services.

Registering a birth in Leeds

Once you have decided upon a name for your new arrival you will need to register the birth. You can do this at the Register Office in Leeds Town Hall or at one of the following One Stop Centres, if that is more convenient:

Armley	Garforth
Middleton (St Georges)	Morley
Otley	Pudsey
Rawdon	Rothwell
Wetherby	

You will need to make an appointment to register your baby. Please ring **0113 2224408**

To contact us:
Leeds Register Office
Leeds Town Hall
The Headrow
Leeds
LS1 3AD
Email: register.office@leeds.gov.uk

When can I get an appointment?

We will offer you an appointment within 3 working days of your call although if you choose to visit a One Stop Centre you may have to wait a little longer.

You should register the birth within 5 weeks.

Opening hours at Leeds Town Hall:

Monday to Wednesday	9.00 a.m. – 4.30 p.m.
Thursday	9.30 a.m. – 4.30 p.m.
Friday	9.00 a.m. – 4.30 p.m.
Saturday	9.00 a.m. – 12.00 p.m.

Please note – the Register Office is closed every second Wednesday of the month until 1.00p.m.

What if I can't register the birth in Leeds?

If your baby was born in Leeds the record of the birth will always be held at Leeds Register Office. However you can actually register the birth at any Register Office in England and Wales. The registrar will forward the details to Leeds so there may be a short delay before you receive the birth certificate and other documents.

Who can register a birth?



Either parent

If the mother was married to the baby's father at the time of the birth or if the mother and her partner have registered their civil partnership then either parent may register the birth without the other being present.

Both parents

If the mother and baby's father were not married to each other at the time of the birth then the father's details can be entered into the register if both parents attend together to register the birth.

If the mother and her civil partner have not registered their relationship but can provide evidence that conception was assisted by a licensed clinic, then the partner's details can be entered into the register if both parents attend together to register the birth.

The mother on her own

If the mother was not married to the baby's father at the time of birth, and the father does not attend the registration, the father's details cannot be entered. It may be possible to register the baby again later to add the father's details – please check with the registrar.

What do I need to tell the Registrar?



About your baby

- The date and place of your baby's birth
- The time of the birth (for multiple births)
- Whether the baby is a boy or a girl
- The child's forename(s) and surname.

About the mother

- Forename(s) and surname and any other surnames used including maiden name
- Date and place of birth
- Address at the time of the baby's birth
- Occupation (at the time of or prior to the birth)
- Date of marriage or civil partnership (if applicable)
- The number of any previous children born to the mother.

About the father or parent

- Forename(s) and surname
- Date and place of birth
- Occupation (at the time of or prior to the birth).

It is important that the information recorded in the register is correct. If any mistake is made, it may be difficult to have it corrected. You should therefore check the entry in the register very carefully before you sign.



The Registrar will give you



After the registration the registrar will give you a free short birth certificate

You will need to pay for any full certificates that you need. We advise you to buy all the certificates you will need at the time of the registration as the cost of any certificates will be higher after the day of registration.

Certificate fees

On the day of registration – £3.50

After registration (up to 6 months) – £7.00

After 6 months – £9.00

If you register the birth outside Leeds we will post the certificate(s) to you when we receive your documents from the registrar.

Language translation service

If you need to use a translator to help register your baby's birth please tell the person making your appointment. We can arrange for a translator to be present at the registration.

Real Nappies – Have you cottoned on?



Did you know that your new baby will use about 5,000 disposable nappies before it is potty trained?

Have you thought about using Real Nappies?

They are cheaper and more environmentally friendly than disposables, and are available in funky colours and patterns.

Through Leeds City Council you can receive a free trial pack of 2 real nappies to try for yourself, or £30 cash back if you have already bought some. You will need to fill in a form that can

be found on our website www.leeds.gov.uk/nappy or ring **0113 395 0778**. We will need a copy of a birth certificate or the MAT B1 form if you've not had your baby yet and proof of address, as well as receipts of purchase for cash back.

For advice, videos and a postcode finder of where to buy real nappies look at the national campaign website www.goreal.org.uk

Keep it real!



Where can I find...?



Information and advice for Parents,
Carers, Young People and Children

Childcare

Family Support

Parenting

Benefits

www.thefamilyhubleeds.org

0113 2474386

0800 7310640

Family Hub Services

6th Floor East

Merrion House

110 Merrion Way

Leeds

LS2 8DT

Naming ceremonies

We offer a range of naming ceremonies for children to welcome them into their new circle of family and friends.

The ceremonies include a range of readings and poetry that celebrate the new arrival. Parents grandparents and special adults can make promises of support to the child and their family in their future life.





Bringing baby home

Your baby will only be allowed home from hospital by car if you have a properly fitting baby car seat. This is a seat for new-born babies and usually fits in the rear of the car and is rear facing. The shops will advise you about the choice you have for your car as not all makes of seats fit all cars. Some of the seats fit into a pram chassis and all are made so that you can carry your baby in the seat.

A child car seat offers something children are entitled to – protection of their lives and safe travel at all times. UK law introduced in 2006 requires all children travelling in cars to use the correct child restraint until they are either 135cm tall or the age of 12 (whichever they reach first), meaning parents need to change their child's car seat as the child grows.

However, recent research suggests that 83% of drivers are not aware of this legislation, and two in three car seats in the UK are not fitted correctly.

What to consider when making a purchase:

- Choose a child car seat which is suitable for your child's weight
 - Follow the car manufacturer's recommendations
 - Take into account that the child car seat may be used in several different cars
 - Check that the seat belt is long enough, particularly in rearward-facing systems
- Try fitting the child car seat into your car using the fitting instructions
 - Take note of how the child car seat is fitted – e.g. with a 3-point seat belt only, or with ISOFIX according to approved car list.



Sitting uncomfortably?

For long journeys, travelling flat-out really can be safe and healthy

Quite simply, it lets your baby stay in a natural position for longer. What could be safer than that?

You know your baby's happiest and most comfortable lying flat - it's their natural way. It's also a proven fact that spending extended periods sitting upright during the first six months, may adversely affect your baby's development.

So we have developed the new **BRITAX BABY-SAFE Sleeper** - a revolutionary full lay-flat system that can be used safely in the car but then easily transforms into a pram without disturbing your baby's sleep.



BABY-SAFE Sleeper

Britax

www.britax.eu



Support for Pregnant Smokers

✓ It's easy to refer pregnant smokers to FAB:

Phone us on 0113 203 3446 with your patient's details.

Give your patient our freephone number 0800 169 4219.

It's then up to the patient to phone us if they want support, or they can text 'QUIT' to **07811 542548**

Fill in one of our referral forms and post it to:

Leeds NHS Stop Smoking Service, Leeds PCT,
Stockdale House (2nd Floor), Headingley Business
Park, Victoria Road, Leeds, LS6 1PF or fax it to
0113 203 3416

✓ Our Fresh Air Babies (FAB) advisors know how difficult it can be for pregnant smokers to quit.

Although pregnancy can be a huge incentive to stop smoking it can also be a difficult time with stresses such as money worries and housing problems and physical and emotional changes.

FAB support can make all the difference, with their specialist knowledge and the option of a home visit to make quitting less daunting.



Leanne, from Old Farnley benefitted from being supported at home.

"I think [it] was really helpful. I would have found it more stressful having to call in at a centre every week".
The intensive support that FAB gives make quitting four times more likely than trying alone.

"I can't believe I've done it this time. I know it sounds selfish but I smoked with my first child and thought it wouldn't harm my second child.

But now I've stopped with my third child it's shown me how different my body feels and how much of a difference it's made to my lifestyle. It's made my household a lot happier. It just shows you should never give up. It's taken me six years!"

building blocks for a better start in life



We're here to help you

If you need to talk to someone about anything in this bookley, or anything to do with your baby's health please ask.

You can:

- Talk to your midwife or health visitor and ask the for one or both of the following booklets:
 - 'Off to the best start' - all about how to get established with mum's milk
 - 'Weaning. Starting solid food'
- Call Start4Life on 0300 123 1021* or visit www.nhs.uk/start4life
- Call the National Breastfeeding Helpline on 0300 100 0212*
- Pop into your local children's centre



NHS

start

4  life

A good start for a healthier life



Leeds Dental Advice Line

**Are you looking for
an NHS Dentist?**

**Do you live in the
Leeds area?**

Do you want...

- ▶ information about dental services that are available?
- ▶ help registering with an NHS dentist?

freephone 0800 298 5787

Please ring the advice line between 9am–5pm, Monday to Friday

For urgent dental care please contact your own dentist or call

West Yorkshire Urgent Care Services on: 0345 605 99 99

NHS Leeds has invested heavily in NHS dentistry with an additional 20,000 places now available



MEASLES
Don't let your child catch it

The number of children catching measles is rising. To be protected they need to be immunised with the MMR vaccine.

It's never too late to be vaccinated.

For more information contact your local GP surgery or visit:

www.immunisation.nhs.uk



Unexpected sickness? Severe pain? Worsening health conditions?

West Yorkshire Urgent Care Services

Minor accidents and unexpected health problems can happen day or night. If you live in West Yorkshire and need to get urgent advice and treatment from a dedicated team get in touch.

0345 605 99 99* www.wyucservices.nhs.uk

*Calls to 03 numbers should cost no more than 01 or 02 local calls and may be included within inclusive call minutes, subject to provider and call package. Calls from mobiles may vary depending upon network provider.

When and why?

Contact West Yorkshire Urgent Care Services if you have any unexpected or worsening health concerns and conditions.

Choosing well will help you get the right advice and most appropriate treatment from a dedicated team of West Yorkshire based health professionals.



Hangover. Grazed knee. Sore throat.

Self-care

A lot of illnesses or symptoms can be treated in your home by using a well stocked medicine cabinet and by getting plenty of rest.

When and why?

Self-care is the best choice to treat very minor illnesses and injuries.

Choosing well ensures you receive the best possible treatment, leaving emergency services to those who need them most.



Unsure? Confused? Need help?

NHS Direct

NHS Direct offers confidential health advice and information by telephone and on the internet, 365 days of the year.

0845 4647* www.nhsdirect.nhs.uk

*Calls to NHS Direct cost a maximum of 5 pence per minute from a BT landline. Calls from mobiles and other networks may vary. Your service provider may charge a minimum cost per call. For patients' safety, calls to NHS Direct are recorded.

When and why?

Contact NHS Direct if you are ill and have any questions about health. The service can also help you to find health services in your local area.

Choosing well ensures you receive the best possible treatment, leaving emergency services to those who need them most.



Diarrhoea. Runny nose. Painful cough. Headache.

Pharmacist (Chemist)

Your pharmacist is a highly trained healthcare professional and can give you advice on common illnesses and the medicines you need to treat them. Most now have a quiet area away from other customers where you can speak to the pharmacist more privately.

When and why?

Visit your pharmacy when you are suffering from a common health problem which does not require being seen by a nurse or doctor.

Choosing well ensures you receive the best possible treatment, leaving emergency services to those who need them most.



Cuts. Ear pain. Stomach ache. Back ache.

GP (Doctor)

GP surgeries can be found across West Yorkshire. You can make an appointment with your practice for medical advice, examinations and prescriptions. Out-of-hours medical assessment is also available. If you need this service, telephone your local surgery and follow the recorded instructions.

When and why?

Make an appointment with your GP when you have an illness or injury that will not go away. Out-of-hours medical assessment is also available.

Choosing well ensures you receive the best possible treatment, leaving emergency services to those who need them most.



Cuts. Strains. Rashes. Sprains.

NHS Walk-in Centre or Minor Injuries Unit

NHS Walk-in Centres and Minor Injuries Units are located across West Yorkshire. They can treat minor illnesses and injuries and give you health advice. Most Centres and Minor Injuries Units are open from early in the morning until late at night. You do not need an appointment and you will be seen by an experienced nurse.

When and why?

Use your Walk-in Centre or Minor Injuries Unit if you need medical treatment or advice which does not need a visit to A&E or a medical appointment.

Choosing well ensures you receive the best possible treatment, leaving emergency services to those who need them most.



Choking. Chest pain. Severe bleeding. Blacking out.

A&E or 999

Accident and Emergency departments provide immediate emergency care for people who show the symptoms of serious illness or are badly injured. If you call 999 for an ambulance, the telephone advisor will arrange for appropriate assistance for the patient based on the information provided about their illness or injury.

When and why?

Emergency services are very busy. They should only be used in very serious or life-threatening situations.

Choosing well ensures you receive the best possible treatment, leaving emergency services to those who need them most.

NHS Number

NHS

Connecting for Health

Find it

Find the NHS Number for a person as soon as possible



Use it

Use the NHS Number to link a person to their record

Share It

Share the NHS Number with colleagues so they can use it

www.connectingforhealth.nhs.uk/nhsnumber

NHS Number

SUMMARY CARE RECORDS

The NHS Care Records Service

The NHS in England is introducing the NHS Care Records Service to improve the safety and quality of care you and your family receive. Over time, healthcare staff in Leeds will be provided with quicker access to reliable information to help with any treatment you or your family receives, including in an emergency. NHS computer systems in Leeds are being updated to support the Care Records Service.

To help staff using the Care Records Service quickly locate the relevant records for you and your child, always provide the NHS number.

**To find out more about the NHS CRS
visit www.nhscarerecords.nhs.uk**

**Summary
Care
Records**



Home of the Child Trust Fund

Child Trust Fund



For a FREE Guide to Child Trust Funds
Call: **08450 50 22 38***

Email: info@leedsbuildingsociety.co.uk
Or call into your local branch.

† Stakeholder Child Trust Fund Baby Bond® is a shares-based account so your child could get back more or less than has been paid in. Baby Bond® is a registered trademark of Tunbridge Wells Equitable Friendly Society. The Children's Mutual, PO Box 2067, Gloucester GL4 3YU. Tel: 0845 077 1899. * We may monitor and/or record your telephone conversations with the Society to ensure consistent service levels (including staff training). Leeds Building Society, 105 Albion Street, Leeds LS1 5AS.

Invest in your child's future

We have two Child Trust Funds to choose from:

1. Non-stakeholder Leeds Building Society CTF Bonus Saver
2. Stakeholder CTF Baby Bond®† provided by The Children's Mutual

Both accounts have the following features:

- only children born on or after 1 September 2002 are eligible
- you can pay in up to £1,200 a year in addition to any HM Revenue & Customs contributions
- all payments are a gift to the child and can't be reclaimed
- the money can only be paid out to the child and is locked in until they are 18
- tax-efficient growth. The tax advantages of the CTF may change or be withdrawn.

Leeds
Building Society



realbabymilk



Breast milk is full of antibodies, LCPs and nutrients individually tailored to your baby's needs for the first 6 months and beyond. Feeding babies with mum's milk is the best initial building block a mum can provide for her baby's future.

We know that for some mums breastfeeding doesn't come easily and that's why we are here to help. We don't judge, we just want to support you to feed your baby for as long as you wish to.

Our website provides lots of useful information about those early weeks and beyond:

- Database of breastfeeding support in your area.
- National breastfeeding help-lines are listed.
- Free information about breastfeeding and how you make milk
- DVDs and Books available from our web-shop

There is no need to become one of the 90% who wish they hadn't given up in the first few weeks.



www.realbabymilk.org



www.facebook.com/realbabymilk



www.twitter.com/realbabymilk

Real Baby Milk, run by mums for mums, not for profit.

Community Interest Company 5963948

info@realbabymilk.org

05601 536 629

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Quote PG11
to receive £5 off*
*min. order of £40



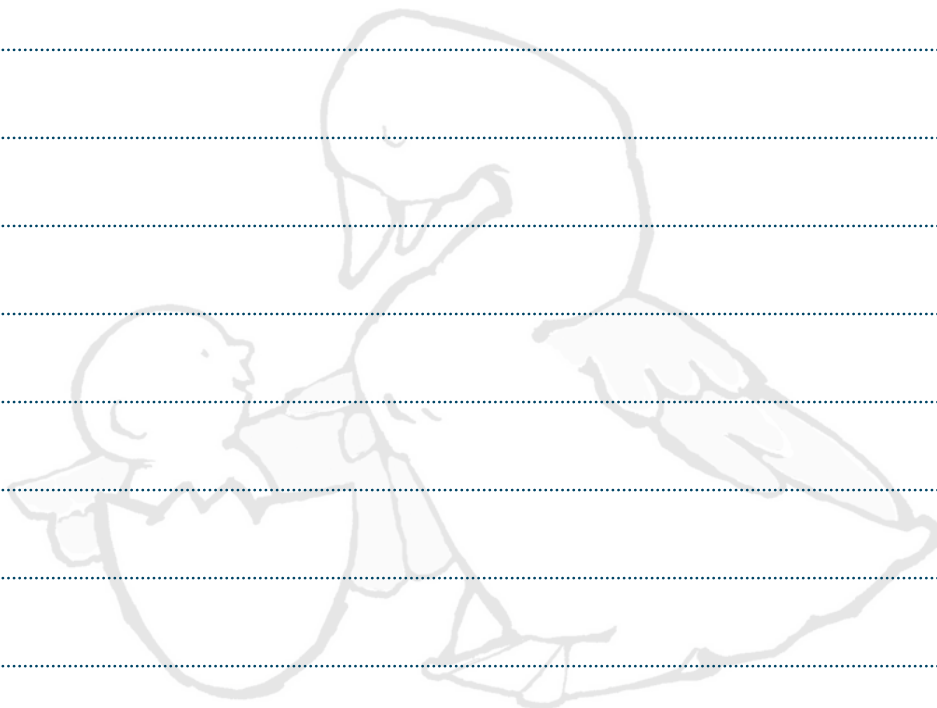
Babyblinds Funkyblinds
For Parents and Babies who want to Sleep
Beautiful Bespoke Blackout Blinds and Curtains



Made to Measure, Blackout Blinds and Curtains, and Funky Removable Wall Stickers, and more. View our beautiful, unique collections online. Receive an instant quotation for your window sizes and purchase in the comfort of your home at our safe and secure online shop.

Visit www.livingfunky.co.uk or email blackout@babyblinds.com or freephone 0800 8497 420

Notes:





www.leeds.gov.uk