



Written By

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Aim

Bermagui Preschool is committed to providing a safe and healthy environment for children, families and employees. Bermagui Preschool will take every reasonable precaution to prevent the risk of biological, chemical and physical hazards within the Preschool. This policy will ensure that all employees are aware of and adhere to the directive established by Bermagui Preschool for doing laundry safely. Bermagui Preschool will have laundry arrangements and have safe, sanitary facilities and procedures for linen, cloth nappies and soiled items.

Procedure

Laundry Schedule:

- All linen and blankets for rest mats, sleep mats and/ or cots are to be changed and laundered weekly for children if they attend 4-5 days a week (fulltime) and after every use for children who attend 1-3 days a week (part time), or as required (i.e. linen is soiled or dirty).
- Laundry from meals and kitchen to be laundered daily.
- Dress Ups and other cloth items at Preschool to be laundered at the end of each term or as required (i.e. item that are soiled or dirty).

Soiled Laundry:

- All employees are to wear gloves when handling soiled laundry. Gloves are to be removed, disposed of and hand hygiene performed prior to touching clean linen or returning to the program.
- Children's soiled clothing (including cloth nappies) must be sent home for cleaning (do not rinse. Roll and place items in a sealed plastic bag); solid stools must be disposed of in the toilet prior to bagging clothes. At Educator discretion, heavily soiled underwear may be disposed of into the red rubbish bins, following the procedure for children's soiled clothing.
- Soiled and/or wet clothing and towels are not to be left in laundry bins or washing machine overnight.
- When dealing with the Preschool's owned heavily soiled linen you must ensure the following:
 - Hand hygiene is performed before and after glove use.
 - Gloves are worn.
 - Place soiled linen in a plastic bag to avoid contamination with other soiled linens.
 - Rinse/remove any particles (i.e. vomit, blood) into the empty laundry sink.
 - Clean and disinfect the laundry sink after removing soiled linen.
 - Wash soiled linen separately from other linens.
 - After soiled linens have been washed, disinfect the washer using disinfecting procedure below.

Procedure**Drying Procedure:**

- Linen to be dried in the sun on the clothes line or on a hot cycle in the clothes dryer.
- Clean dry linen is to be placed in the Dry Laundry Basket and put away as soon as practical in appropriate locations.

Laundry Facilities:

- Prior to operating the washing machine and dryer, read the manufacturer's instructions on use. Use laundry facilities according to manufacture's instructions.
- Use laundry facilities for the Preschool's linen and supplies only.
- Keep all laundry in laundry baskets until ready for washing. Ensure soiled items are kept separate.
- Choose water temperature according to the fabric being washed. Measure the detergent as per directions. Use complete wash and rinse cycles.
- If there are head lice or scabies at Preschool, use the hot water in the washing machine and hottest temperature in the dryer.

Cleaning the Laundry Facilities:

- Disinfect the washing machine after removing soiled linen and as needed:
 - Perform hand hygiene and put on gloves.
 - Remove any visible dirt or particles from the inside of the washer.
 - Spray and wipe bleach solution inside the washing machine and door.
 - Remove gloves and perform hand hygiene.
- Ensure laundry sink is cleaned and disinfected regularly.
- Remove lint from the dryer when removing clean dry laundry.
- Keep washing machine door open at night to allow for it to dry out.
- Laundry products need to be stored/locked and kept out of reach of children. MSDS for all products are kept on file and accessible as required.

Resources & References

Children (Education and Care Services) Supplementary Provisions Regulation 2012, Part 3 Division 1 Clause 29

Staying healthy: Preventing infectious diseases in early childhood education and care services

<https://www.nhmrc.gov.au/about-us/publications/staying-healthy-preventing-infectious-diseases-early-childhood-education-and-care-services>

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