



## **Laundering Hygienically policy**

### **Rationale:**

To ensure there are correct procedures for hygienically laundering all washing that is created during hours of operation at The Orchard Child Care & Preschool.

### **Objective:**

To ensure staff are aware of correct protocols regarding washing and the importance of hygiene. To offer a healthy, clean service with lower risk of cross contamination.

### **Guidelines:**

All washing is to be hung out (weather permitting), dried on rack hanging in porch or dried in drier.

- All dirty washing will be separated while incorporating tikanga Māori protocols such as keeping cleaning rags apart from facecloths.
- Washing loads are to be washed in at least 30 degrees to ensure cleanliness (90° for nappies)
- Washing powder is to be added to each load, in drawer on front of machine.
- Staff on opening duty are to hang out washing that has been washed in machine overnight (washing load turned on by closing staff)
- Baskets are provided for clean face cloths in the dining area, once used, place in basket by water station to be washed at end of lunch time or earlier if basket is full.
- Face cloths are all blue or green - no other colour to be used for washing faces.
- Wash cloths for nappy area are all grey - no other colour to be used
- Once washing is brought to the laundry, it is to be washed immediately. If not enough for a full load, soak in nappisan in bucket.
- Nappies soak throughout the day in bucket in large nappy drawer. Take entire bucket to laundry and wash in Nappy washing machine. Any excess water to be flushed down a toilet.
- A linen bucket is provided for bedding - once full, a load of sheets and blankets can be done (unless soiled or wet, will need to be soaked immediately in nappy soaker solution, then washed with other similar washing)
- Any rag used for cleaning blood, vomit, faeces or urine will immediately be disposed of in a plastic bag into the red lidded wheelie bin. There are specific, single use rags cut up for this purpose. Staff to ensure sufficient single use rags on hand at all times (made from cleaning rags)
- Linen use is to be recorded on sheet in bed rooms. This requires laundering after 5 uses (unless wet/soiled prior)
- Soiled clothing (eg underpants) is to be rinsed into end child's toilet (gloves must be worn) and put in child's wet bag for washing at home.
- Nappies are only to be washed and dried with other nappies or soiled/urine wet clothing, linen in Nappies Only machine.

## WASHING PROCEDURES

Kitchen washing – soak in bucket with 1 measure of nappy soaker until bucket full

- In washing machine, half scoop laundry powder
- Press on/off switch, Wash in machine at 40° on “daily 60” cycle (takes 60 minutes).
- Line or tumble dry
- Soak, wash and dry only with kitchen washing

Rags – soak in bucket with 1 measure of nappy soaker until bucket full

- In washing machine, half scoop laundry powder
- Press on/off switch, Wash in machine at 40° on “DAILY 60” cycle (takes 60 minutes).
- Line or tumble dry
- Soak, wash and dry only with other rags

Linen - Store unclean linen in white bucket in laundry until bucket full.

- In washing machine, half scoop laundry powder
- Press on/off switch, Wash in machine at 40° on “DAILY 60” cycle (takes 60 minutes).
- Line or tumble dry, only with linen

Soiled Nappies - Rinse off any solid matter into toilet

- Soak in bucket with 1 measure of nappy soaker until bucket full. Must soak for a minimum of 2 hours.
- In washing machine, half scoop laundry powder into centre compartment, 2 capfuls of Canesten into right “holed” compartment of washing machine.
- Wash in machine “Cottons”, press temp to 90° on full cycle (takes 2.10 or 2.15 hours)
- Prefer line dry (or tumble if wet day). Outers must not go in drier.

Wet Nappies - Soak in bucket with 1 measure of nappy soaker until bucket is full. Must soak for a minimum of 2 hours.

- In washing machine, half scoop laundry powder into centre component, 2 capfuls of Canesten into right “holed” compartment of washing machine.
- Wash in machine “Cottons”, press temp to 90° on full cycle (takes 2.10 or 2.15 hours)
- Prefer line dry (or tumble if wet day). Outers must not go in drier.

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