

Centennial Infant and Child Centre

CATEGORY: Health

DATE: July 2017

SUBJECT: Laundry

APPROVED BY: Barb Hannah, Executive Director



UPDATED:

Laundry Policy and Procedures

Policy Statement

Centennial Infant and Child Centre (CICC) is committed to providing a safe and healthy environment for children, families, its staff, students and volunteers. CICC will take every reasonable precaution to prevent the risk of biological, chemical and physical hazards within our centre.

Purpose

To ensure that all staff and students are aware of and adhere to the directive established by Toronto Public Health (TPH) for doing laundry safely at early learning and child care centres.

Applies to

This policy applies to all staff and students working at CICC.

Procedures

Laundry Schedule

- All soiled bibs, wash cloths and towels are washed and dried daily

Soiled Laundry

- All staff and students must 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 diapers) 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
- Soiled and/or wet clothing, towels or bibs are not to be left in laundry bins overnight

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Laundry Facilities

- Prior to operating the washer and dryer, read the manufacturer's instructions on use
- Use laundry facilities for child care linens and supplies only
- Keep all laundry in laundry bins until ready for washing
- Choose water temperature according to the fabric being washed. Measure the detergent per directions. Use complete wash and rinse cycles
 - If there are head lice or scabies in the early learning and child care centre, use the hot water in the washing machine and hottest temperature in the dryer
- Remove lint from the dryer when removing clean dry laundry
- Keep washer 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
- Sanitize washer and dryer as needed.

Policy and Procedure Review

This policy and procedure will be reviewed and signed off by all staff and students prior to commencing employment/unpaid placement at CICC and annually thereafter and at any time where a change is made.

The review will be documented on the CICC Policy Review form, a hard copy will be retained in the individual's file for a minimum of 3 years.

Reference(s): Toronto Public Health Guidance Document 2017