

Good Laundering Procedures

WASH PROGRAMMES

1. Standard Wash - 40°C
2. Red Bag - 71°C
Linen (sluice wash)
3. Red Bag - 40°C
Personal Clothes (Fabrix)
4. Towels - 40°C
5. Kylie Wash - 60°C
6. Stained Wash - 40°C
(Low Temperature Laundry Destainer)



PROCEDURES

1. PRE-SORTING

On arrival in the laundry, items should be pre-sorted into the bins provided.

- Cottons
- Polycottons/colours
- Delicates, woollens etc.
- White work should be separated from colours
- Heavily soiled items should be separated from lightly soiled items. These will require different wash procedures. i.e. sluice work.

2. LOADING LEVELS

- a. Do not underload the machine. An under loaded machine costs as much to run as a fully loaded machine. Wait for a full load.
 - b. Do not overload the machine. An overloaded machine will produce poor results and items will require re washing. Load the machine to its correct capacity.
 - c. A fully loaded machine should still be a loose one, with plenty of extra space. Do not fill up that empty space.
- NOTE: for polycotton items, load machine to two thirds capacity.

3. PROGRAMME SELECTION

Select the correct programme for the type of wash required – consult the process wall chart. Failure to choose the appropriate programme will mean that items are incorrectly washed or may suffer damage.

4. COOLDOWN

Cool down of polycotton items helps prevent thermal shock and permanent creasing.

5. CLEANDOWN

At the end of each working day the following tasks should be carried out:

- a. Switch off all equipment
 - b. Wipe inside and outside of the washing machine
 - c. Leave the washing machine door open
 - d. Check levels in product containers and replace if necessary
- Follow steps a - c for dryers.

6. CHANGING PRODUCTS

- a. Remove lance from empty container
- b. Insert lance into new container, ensuring the product is the same type
- c. When decanting product residue, use a clean funnel
- d. Replace the cap once the product has been changed

Ensure safety data sheets and risk assessments are up to date for any chemical used

DO NOT MIX CHEMICALS

ALWAYS WEAR RUBBER GLOVES AND SAFETY GLASSES WHEN CHANGING PRODUCT CONTAINERS

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