



The Butterfly Rooms (Incorporating Woodlands) LTD

Tank Hill Road | Purfleet | Essex | RM19 1TA

Registered Charity Number: 1148068 | Ofsted Number: 453859 | Company Number: 7984150 /
Limited by Guarantee

Telephone Number: 01708 863 737

Laundry Policy

At The Butterfly Rooms, we are committed to maintaining a clean and hygienic environment to reduce the risk of infection. Laundry procedures form an important part of our health and safety practice, ensuring all fabrics and materials used within the setting are clean, safe, and suitable for use by children and staff.

The aim of this policy is to prevent cross-contamination, ensure all laundry is handled safely, and provide clear guidance for staff so that consistent standards are maintained across all rooms.

Laundry in the setting includes bedding such as sheets and blankets, dressing-up clothes, towels and flannels, cleaning cloths and mops, and any reusable aprons or materials used by staff.

All staff are responsible for ensuring laundry is managed correctly. When handling dirty laundry, staff must wear appropriate personal protective equipment, including gloves and aprons, particularly when items are soiled with bodily fluids. Heavily soiled items such as those contaminated with vomit or faeces should be placed directly into a sealed bag and either sent home with parents or washed separately at a high temperature. Staff must not rinse soiled items by hand.

Dirty laundry must be stored in a clearly designated, covered container to prevent contamination. Clean laundry must always be stored separately in a clean, dry area to maintain hygiene standards.

Laundry should be washed at the highest temperature suitable for the fabric, normally at 60°C or above, using an appropriate detergent. Different types of laundry should be washed separately where necessary, for example bedding, cleaning cloths, and dressing-up clothes.

All items must be dried thoroughly before reuse, either by machine drying or air drying in a clean environment. Once dry, items should be stored safely to avoid contamination.

The frequency of washing is as follows: bedding should be washed at least weekly or immediately if soiled; towels and flannels should be washed daily; cleaning cloths and mops must be washed daily; dressing-up clothes should be washed weekly or as needed; and any soft furnishings should be washed termly or when required.

Room staff are responsible for placing laundry into the correct containers daily. A designated staff member is responsible for completing the washing and ensuring records are filled in. The manager or deputy manager will monitor and check that procedures are being followed consistently.

Laundry must be recorded using the nursery's laundry record sheets, and these records will be reviewed regularly to ensure compliance. During periods of illness or outbreaks, additional laundry procedures will be followed, and any items used by unwell children will be washed immediately and separately.

Monitoring & Review

This policy will be:

- Reviewed annually or following EYFS updates
- Monitored through staff training, supervision, and audits

This policy was adopted by

The Butterfly Rooms Ltd

On

4th June 2026

Date to be reviewed

4th June 2027

Signed on behalf of the Management

committee

A.Thompson

Name of signatory

Miss Aimee Thompson