

Procedure for Cleaning Sleep Mats and Bed Linen

Preschool



<p>Procedure for cleaning sleep mats and bed linen</p>	<p>When a child awakes from sleep, maintain that the child's wellbeing first prior to cleaning the sleep mat and bed linen.</p> <ol style="list-style-type: none"> 1. Support the child off the sleep mat and transition to another experience/activity. 2. Remove the bed linen and place in dirty washing basket for laundering. If the Linen is soiled, follow the Soiled Linen and Clothing Procedure. 3. Place gloves on your hands, collect a paper hand towel and Multi- Purpose Cleaner. 4. Spray sleep mat with Multi-Purpose Cleaner, wipe down sleep mat with paper towel. Allow Sleep mat to air dry. 5. Place paper towel and gloves in bin. Place Multi- Purpose Cleaner in locked chemical cupboard. 6. Once the sleep mat is dry, place the mat in designated store area.
<p>Procedure for when a child has not been sleeping on a sleep mat</p>	<p>If a child has NOT been sleeping on a sleep mat, do the following;</p> <ol style="list-style-type: none"> 1. Support the child off the sleep mat and transition to another experience/activity. 2. Remove the bed linen and place in dirty washing basket for laundering. If the Linen is soiled, follow the Soiled Linen and Clothing Procedure. 3. If a pillow has been used, place the pillow in the dirty washing basket for laundering. 4. Place gloves on your hands, collect a paper hand towel and Multi- Purpose Cleaner. 5. Spray the surface of where child was sleeping with Multi-Purpose Cleaner, wipe down with paper towel. Allow Sleep to air dry. 6. Place paper towel and gloves in bin. Place Multi- Purpose Cleaner in locked chemical cupboard.
<p>Review</p>	<p>This procedure and guidelines will be reviewed every two years and will incorporate current information, legislation and feedback as required. The service will ensure that families of children enrolled at the service are notified at least 14 days before making any change to a policy or procedure that may have significant impact on the provision of education and care to any child enrolled at the service. This policy is owned by: Preschool</p> <p>Policy updated on: 16 October 2023 Policy updated by: Director, Preschool Version number: 1.0 This version approved by: GM, Service Quality, Risk and Compliance This document can be viewed on: SharePoint, Learning Links Preschool Website, Story Park</p> <p>Procedure due for review: 16 October 2025</p>