

## Classify items and make up loads for cleaning

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### Overview

This standard is for those who prepare items and make up loads for cleaning using any of the cleaning methods; laundry and/or wet cleaning and/or dry cleaning.

The job role may involve:

- handling items with care and removing those which are unsuitable for the cleaning process
- safely checking for foreign objects and dealing with them according to correct procedures
- sorting items according to the appropriate classifications
- making up loads of the correct weight
- labelling them clearly
- prioritising loads and storing them carefully

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## Performance criteria

You must be able to:

1. handle items to be cleaned with care and remove those which are unsuitable for the cleaning process
2. redirect items that are unsuitable for the cleaning process
3. identify and remove any foreign objects from the item prior to processing in line with organisational procedures
4. identify items requiring stain removal processing
5. sort items according to their classification to make up loads
6. make up loads to the correct weight, label and store in order of priority of processing
7. deal with foul and infected items within the loads in line with organisational procedures

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## Knowledge and understanding

You need to know and understand:

1. how to identify and handle items for cleaning
2. the importance of removing items unsuitable for cleaning before processing
3. classification of loads and the correct weight of loads required for the weight capacity of machines
4. why different types of items need different weight loads
5. how to prioritise loads for processing
6. how to interpret care labels
7. the different fibres, fabrics and textile finishes of items and how this affects processing
8. the construction of items and how this affects the cleaning method used
9. the importance of identifying delicate/sensitive items
10. the importance of work priorities/sequencing
11. how to store loads safely prior to cleaning
12. how to deal with foreign objects in items in line with organisational guidelines

The candidate and assessor must only sign below when all Performance Criteria and Knowledge points have been met.

**Unit assessed as being complete**

<b>Candidate's Name:</b>	
<b>Candidate's Signature:</b>	
<b>Date submitted to assessor as complete:</b>	

<b>Assessor's Name:</b>	
<b>Assessor's Signature:</b>	
<b>Date assessed as complete:</b>	

**Internal Verification —**

to be completed in accordance with centre's IV strategy

<b>Evidence for this Unit was sampled on the following date/s:</b>	<b>IV's Signature</b>	<b>IV's Name</b>

This Unit has been subject to an admin check in keeping with the centre's IV strategy.

<b>Date of admin check</b>	<b>IV's Signature</b>	<b>IV's Name</b>

**Unit completion confirmed**

<b>IV's Name:</b>	
<b>IV's Signature:</b>	
<b>Date complete:</b>	