

General Safeguarding and Welfare Requirement: Safety and suitability of premises, environment and equipment

Providers must take reasonable steps to ensure the safety of children, staff and others on the premises in the case of fire or any other emergency

8.5 Fire safety and emergency evacuation

Policy statement

We ensure our premises present no risk of fire by ensuring the highest possible standard of fire precautions. The person in charge and staff are familiar with the current legal requirements. Where necessary we seek the advice of a competent person, such as our Fire Officer, or Fire Safety Consultant.

Procedures

- The basis of fire safety is risk assessment. These are carried out by a 'competent person'
- Fire doors are clearly marked, never obstructed and easily opened from the inside.
- Smoke detectors/alarms and fire fighting appliances conform to BSEN standards, are fitted in appropriate high risk areas of the building and are checked as specified by the manufacturer.
- Our emergency evacuation procedures are approved by the Fire Safety Officer and are:
 - clearly displayed in the premises;
 - explained to new members of staff, volunteers and parents; and
 - practised regularly at least once every six weeks.
 - Records are kept of fire drills and the servicing of fire safety equipment (synagogue).

Emergency evacuation procedure

This is carried out every 6 weeks

The caretaker in consultation with the room leaders sounds the fire alarm so the children are familiar with the sound of its bell

We practise exiting from both fire exits so all staff and children are aware of which exits we use in case of fire

Children are led from the building to the assembly points by members of staff

Emergency contact details of children and staff are taken out

A mobile telephone is taken out

The deputy manager will then take a register of the children

Medication is taken out

The deputy manager will take a register of the staff

In the case of a real fire the security guard will call 999

The fire drill record book must contain:

- Date and time of the drill.
- How long it took.
- Whether there were any problems that delayed evacuation.
- Any further action taken to improve the drill procedure.

Legal framework

- Regulatory Reform (Fire Safety) Order 2005

Further guidance

- Fire Safety Risk Assessment - Educational Premises (HMG 2006)

This policy was adopted at a meeting of _____ (name of provider)
Held on _____ (date)
Date to be reviewed _____ (date)
Signed on behalf of the management committee _____
Name of signatory _____
Role of signatory (e.g. chair/owner) _____