

# St Marychurch Pre-school

## Fire safety and evacuation Policy

### Statement of intent

St Marychurch Pre-school carry out the highest possible standard of fire precautions in order to ensure our premises present no risk of fire. The manager and practitioners are familiar with the current legal requirements. Where necessary we seek the advice from our named Fire Warden, **Otilie Evans**, or a Fire Safety Consultant.

### Aim

We aim to make children, parents and practitioners aware of health and safety issues and to minimise the hazards and risks to enable the children to thrive in a healthy and safe environment.

### Methods

The basis of fire safety is risk assessment. These are carried out by Otilie Evans our practitioner designated as Fire Warden. Fire safety training has been received by Otilie Evans in order to be competent in carrying out a risk assessment.

### Fire Safety

- 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. Records are kept of fire drills and the servicing of fire safety equipment.

### **Our emergency evacuation procedures are approved by the Fire Safety Officer and are:**

- Clearly displayed in the premises;
- Explained to new practitioners, volunteers and parents; and
- Practised regularly every six weeks.

### **Records are kept of fire drills:**

- The date and time of each fire drill is logged in the fire drill book. We also record the length of time each fire drill takes to evacuate the building. These records are then used to evaluate if any changes need to be made to our evacuation policy.
- If a practitioner notices a fire they will shout 'fire'.
- A practitioner present at the drill is allocated the job of checking the toilets and all other areas of the pre-school.
- Contact details of all of the children are kept in the back of the register. The register is used for each evacuation.
- Evacuation takes place through one of the main doors, depending where the fire is. Children are led to safety by a practitioner to the seat below the church tower.

**Legal Framework:** Regulatory Reform (Fire Safety) Order 2005

Signed.....

Position.....

Dated.....

We aim to provide a safe, stimulating, caring, happy Pre-school where all children and their families are welcome. We provide a curriculum based on the Early Years Foundation Stage using individual children's interest and needs.