

SECTION 3

General Welfare Requirement: Suitable premises, environment and equipment

Outdoor and indoor spaces, furniture and toys must be safe and suitable for their purpose.



7.5 Health and Safety: Fire safety and emergency evacuations

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 a Fire Safety Consultant.

EYFS key themes and commitments

1.3 Keeping safe

3.3 The learning environment

3.4 The wider context

Procedures

- The basis of fire safety is risk assessment. These are carried out by a 'competent person'.
- As we are in rented premises we will ensure that we have a copy of the fire safety risk assessment that applies to the building and that we contribute to regular reviews.
- 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.

This policy was adopted by Tamar Valley Pre-school at a meeting held on.....

Signed on behalf of the committee(chairperson)

.....(committee member)



Emergency Evacuation Procedure - Hall Setting

(Mon, Weds, Fri)

- On hearing the fire alarm or whistle, staff will quickly and calmly escort the children from the building using the nearest available fire exit.
- Toddler staff and all parents/carers will take babies/toddlers calmly out of the building using the nearest exit.
- A member of staff will check the main hall, the toilets, small hall, foyer, storage areas and the corridor thoroughly for any children.
- On exiting the building all persons will walk calmly across to the grassed area in front of the hall and form an orderly line.
- The session's leader and the toddler staff will take the register to ensure again that all staff and children are present.
- Using the registration forms, staff will inform parents asking them to collect their children if it is deemed necessary and the session is unable to continue.

Emergency Evacuation Procedure - School Setting

(Thursdays)

- On hearing the alarm staff will quickly and calmly escort the children from the building, using the nearest available fire exit.
- The staff will check the room thoroughly for any children.
- On exiting the building the staff and children will walk calmly across the playground to the hopscotch line and assemble with the rest of the school in an orderly line.
- The staff will take the register to ensure that all children are present and inform the head teacher.
- If it is deemed necessary, using registration form contact numbers, the staff will inform parents, asking them to collect their children.

Please note: Fire drills are carried out regularly for children and staff to become familiar with the procedure and the sound of the alarm. At such times parents will not be contacted.