

Fire Safety and Emergency evacuation

Policy Statement

Pound Hill Pre-School ensures our premise presents no risk of fire by ensuring the highest possible standard of fire precautions. The practitioners are familiar with the current legal requirements. Where necessary we seek the advice of a competent person, such as our Fire Officer or Fire Consultant.

Procedures

- ❖ Fire doors are clearly marked, never obstructed and easily opened from the inside
- ❖ Smoke detectors /alarms and fire fighting appliances conform to BS EN standards, are fitted in appropriate high-risk areas of the building and are checked as specified by the manufacturer as organised by the council.
- ❖ Our emergency evacuation procedures are approved by the Fire Safety Officer and are :
- ❖ Explained to new members of staff, volunteers and parents and practised regularly, at least once every six weeks at different days and times.
- ❖ Records are kept about fire drills.

Emergency evacuation procedure

- ❖ A whistle will be blown in the event of a fire and the alarm will be raised.
- ❖ Practitioners, children and visitors will stop and leave the premises via the nearest exit
- ❖ Management will check toilets and cupboards.
- ❖ Phone to be collect, and medication box including first aid kit. Registers also need to be collected and taken with us.
- ❖ Children, visitors and staff are to walk to the assembly point in the garden. Staff member to stand along the low fence and along the open edges of the children.
- ❖ Management will call each child, staff member and visitor out by name and tick them off one by one.
- ❖ A staff member will call the emergency services
- ❖ Management will contact the parents.

This policy was adopted by
Position within the Pre-School

Katy Platt
Manager & nominated individual