



# Fire Safety Policy

2022/2023

*Nourishing the Human Potential*



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### Aims:

To reduce as far as possible the risk to all pupils, staff and visitors from fire, explosion or dangerous substances by the following:

- compliance with all relevant regulation and legislation;
- checks by certified fire safety advisers;
- formal and regularly reviewed fire risk assessment;
- procedures for staff training;
- frequency of staff training
- at least one fire drill per year;
- well-maintained fire safety equipment;

### Requirements of this policy:

#### Certified fire safety advisers

The School employs certified training providers to provide comprehensive fire safety advice, including fire risk assessment and annual fire safety training to all staff.

#### Certified contractors

The School employs certified contractors to undertake maintenance of its firefighting equipment.

### Management of fire risk

The School is committed to the effective management of fire risk so as to ensure the safety of its pupils, staff and visitors in all parts of the site.

The School takes all reasonable and practicable steps to do so, as outlined in this policy. The responsible person for fire management at the School is the Site Manager, who appoints fire wardens to implement the School's fire action plan and organises staff training, fire equipment maintenance and risk assessments by qualified external agencies.

The School reviews its Fire Policy and Procedures annually.

The School keeps records of the following:

- the fire risk assessment and its review;
- the fire risk policy;
- fire procedures and arrangements;
- training records;
- fire practice drills;
- certificates for the installation and maintenance of fire-fighting systems and equipment.

All staff will ensure that designated fire doors are not obstructed or held open other than by an authorised device connected to the fire alarm system, or interfered with in any way.



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## **Outline of Fire Safety Provision**

- Properly -maintained and unobstructed fire escapes.
- Properly-functioning fire doors throughout the building.
- Adequate and fully-maintained emergency lighting.
- An effective and reliable alarm system.
- Adequate fire appliances and training in their use.
- Fit for purpose safety plan that is understood by staff.
- Fire escape routes, fire exit signage, as well as procedure in case of fire, are displayed at appropriate locations in all school buildings.

## **Flammable and hazardous substances**

Every reasonable effort will be made to minimise the risk of flammable and hazardous substances. Such substances are restricted to designated locations.