



Fire Safety Policy

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- **Scope/Statement of intent**

- To meet our legal obligations under the Regulatory Reform (Fire Safety) Order 2005 (the Fire Safety Order).
- To ensure the fire safety of people in and around all the buildings; the protection of property and the environment and to minimise business disruption in case of fire.

- **General intentions**

- Commitment to achieve high standards of fire safety for service users, employees and the public.
- Providing an effective fire prevention strategy.
- Exercise good management of fire safety to ensure that fires are unlikely to occur, but if they do occur:-
- They are likely to be controlled or contained quickly, effectively and safely and that:-
- Everyone in the premises is able to escape to a place of safety easily and quickly.

- **Criteria and principles upon which actions are based**

- Fire safety is a management responsibility.
- Named 'Responsible Person/s' for fire safety to be identified throughout the organisational structure; to be responsible for the fire safety of all employees and premises under their direct control.
- Promote employee involvement and commitment at all levels.

All premises:

- To complete fire risk assessments which identify the hazards and risks within the premises and any remedial actions that are required.
- Fire risk assessments will be reviewed periodically in line with the risk assessment.
- All places of work to have efficient and effective fire safety arrangements to put into effect the general fire precautions necessary as identified by the fire risk assessment.

The Head Teacher will nominate 'responsible person/s' for each site.

Responsibilities to include:-

- Operation of an effective fire safety management system.
- The appointment of one or more competent persons to assist in fire safety duties as appropriate to the school.
- Consultation with employees or representatives about appointment of competent persons, the nomination of people to carry out particular roles and the arrangements for fire safety.
- Overseeing a programme of fire risk assessment for all places of work and premises.
- Ensuring staff with fire safety duties are competent and have sufficient authority and appropriate resources.

The Head Teacher must ensure a fire risk assessment is completed under the requirements of the Regulatory Reform (Fire Safety) Order 2005.

Based on the fire risk assessment, the Head Teacher is to maintain and operate an appropriate fire safety system. This will include;

- Management arrangements for controlling fire safety.
- Fire prevention measures (storage of dangerous substances; electrical safety etc).
- Safety procedures (instruction and training; ensuring means of escape available etc).
- Fire precautions (plans, systems and equipment availability and checks).
- Procedures for the identification of people who have special needs, including those with a disability, for their safe evacuation in case of fire.
- All employees have a duty to co-operate with all the measures in place to ensure fire safety and must not do anything that will place themselves or other people at risk.
- All Employees have a duty to draw to the attention of management any shortcomings in fire safety arrangements.