



GROWING AND LEARNING TOGETHER

Fire and Evacuation Policy

Little Jesters will ensure that a clearly written and a visual fire drill procedure are on display at all times.

- Fire drills will be carried out every 6-8 weeks along with the main school
- Each drill will be recorded in a log which is held in the rack next to the parents board, and is reviewed and evaluated
- All new members of staff/volunteers/students will be shown the fire drill information sheet and will fire training within their staff induction
- All new members of staff will take part in a fire evacuation drill within their first 6 weeks of employment
- All fire exit doors and firefighting equipment will be kept free of obstructions and clearly located with the appropriate signage.
- Daily risk assessment checks will ensure all exits are free from obstruction and are fully operational
- Fire risk assessments will be conducted and reviewed regularly
- All electrical equipment will be regularly checked to ensure they are in safe working order and PAT testing will be carried out annually along with Faldingworth CP School
- Any recommendations made by the Fire Prevention Officer will be carried out and adhered to
- Smoke detectors/alarms will be checked weekly and firefighting equipment will be checked annually or according to the fire officers' recommendations and the date of those checks will be recorded. This is the responsibility of Faldingworth CP School; all records are kept in a file within the school office
- The premises and surrounding outside areas including car parks operate a strict no smoking / vaping policy
- The fire evacuation procedure will be explained to all visitors
- All visitors will be required to sign in and out of the setting and in the main schools designated visitor's book