

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.

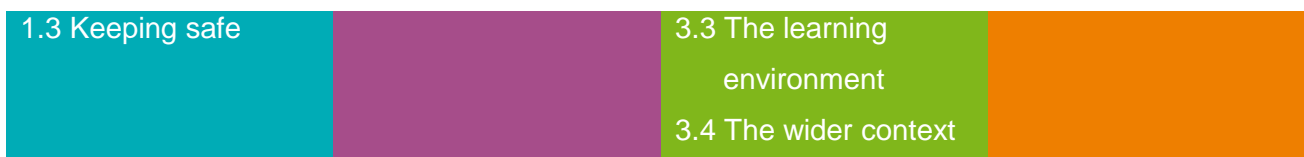
Health and Safety

3.3 Fire safety and emergency evacuation

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 our Fire Officer, or Fire Safety Consultant.

EYFS key themes and commitments



Procedures

- The basis of fire safety is risk assessment. These are carried out by a 'competent person'.
- The manager has received training in fire safety.
- Settings in rented premises will ensure that they have a copy of the fire safety risk assessment that applies to the building and that they 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:
 - clearly displayed in the premises;
 - explained to new members of staff, volunteers and parents; and
 - practised regularly.
- Records are kept of fire drills and the servicing of fire safety equipment.

Emergency evacuation procedure

In the event of a fire staff must...

- Operate the nearest fire alarm to signal evacuating of the building.
- Occupants of the playrooms should follow their evacuation procedure as displayed on walls.
- Any staff not in playroom should safely leave the building by nearest fire exit and go to assembly area.
- Staff in office must collect Fire log, visitor's book and mobile phone.
- Office staff responsible for checking fire alarm box to see location of fire and then checking: office, staff locker room, staff room, corridor toilets, laundry and caretakers room before exiting the building joining staff and children in assembly area.

A regular check is made by the Manager of all fire evacuation procedures and that escape routes are clearly visible in all areas of the building.

The fire drill record book kept in the office contains:

- Date and time of the drill.
- How long it took.
- Whether there were any problems that delayed evacuation.
- Any further action taken to improve the drill procedure.

Legal framework

- Regulatory Reform (Fire Safety) Order 2005
www.opsi.gov.uk/si/si2005/20051541.htm

This policy was adopted by

Young Discoverers

On

10th July 2012 (date)

Signed

Name of signatory

Mrs Karen Keene

Role of signatory

Manager