

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

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

A Unique Child	Positive Relationships	Enabling Environments	Learning and Development
1.3 Keeping safe		3.3 The learning environment 3.4 The wider context	

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 sufficient to be competent to carry out risk assessment.
- As Crossbow pre-school is in rented premises we 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 approved by the Fire Safety Officer and are:
 - clearly displayed in the premises;
 - explained to new members of staff, volunteers and parents; and
 - practised regularly at least once every six weeks.
 - records are kept of fire drills and the servicing of fire safety equipment.

Emergency evacuation procedure can be found on the notice board in the hall, hallway and Health and Safety folder.

Every term for five consecutive days we practice our fire drill and daily record:

- Child and staff attendance (can identify individuals that have not practised).
- Date and time of drill.
- How long it took.
- Any problems or notable factors that may of helped or hindered the drill.
- Any further action taken to improve the drill procedure.

A whistle is blown three times to signal fire!

To remove the children safely and quickly we use a rope for the children to hold onto as it enables the children to follow the leader in a safe and controlled manner.

We have a primary and secondary evacuation procedure to ensure a safe exit regardless of where the fire may be.

The Deputy leads the children out, the Manager checks the building and is the last to leave.

The Deputy calls the emergency services, the Manager calls the register for children, staff and volunteers.

The Manager will call the parents from the evacuation point using the mobile phone and emergency contact book.

In the event of a major emergency such as fire, arrangements have been made so that the children and staff will go to a safe location.

Pre-school staff will contact parents or emergency contacts to collect the children from a safe location.

Safe Locations:The evacuation site in the car park, opposite pre-school.

Crossbow House Community Centre.

Frampton Cotterell C of E School (If Crossbow House is closed).

We hope never to put the major incident plan in force, but we feel you should be reassured that the safety of your child is our first priority.

Legal framework

- Regulatory Reform (Fire Safety) Order 2005

Further guidance

- Fire Safety Risk Assessment - Educational Premises (HMG 2006)