



**Christchurch Junior School**

A member of Twynham Learning

## Safety from fire policy

**Last amended 13.01.2022 by Sam Fuller, Headteacher**

**Ratified by the Local Advisory Board 26.01.2022**

**Next review date January 2024**

*This policy has been reviewed in line with the 8 principles set out in the Single Equality Policy and an initial screening Equality Impact Assessment has been carried out.*

## **Safety from Fire Policy**

### **Aims**

- 1 To raise awareness of the danger of fire
- 2 To protect children and adults from the danger of fire
- 3 To prevent fire
- 4 To have clear arrangements and procedures in the event of fire

### **Main duties:**

- To minimise risk from fire through thorough risk assessments
- To ensure adequate staff/ fire manager training has taken place
- To ensure the school holds emergency procedures and to display fire notices
- To conduct and record termly fire drills
- To check adequacy of fire fighting apparatus and its maintenance
- To implement recommendations from the Fire Risk Assessment
- To consult with the LA Fire Risk Assessment officer on matters of fire safety
- To conduct regular fire safety inspections and record the findings
- To make frequent informal checks
- To ensure fire escape routes and fire exit doors/ passageways are unobstructed and doors operate correctly
- To check fire call points, detection and protection systems are maintained and tested and records kept
- To ensure Fire Safety Log Book is kept up to date and accessible

### **Procedures**

- 1 Fire Safety notices, exit signs, extinguishers etc. are clearly displayed in each area.
- 2 In case of fire, a bell will sound continuously:
  - The office staff will call the emergency services and bring the fire marshal pack outside.
  - There is an automatic monitoring system in place.
  - Adults should move children calmly (walking) to the nearest fire exit, closing windows and doors behind them. The corridor doors close automatically.
  - Silence should be kept and belongings left behind.
  - The school assembly point is on the far side of the large playground. Fire points are clearly marked.
  - The fire marshal wearing a fluorescent jacket will be the decision maker outside, and arrange for the fire brigade to be met.
  - Staff should decide if extinguishers can safely reduce or extinguish the fire, bearing in mind that the safety of the children and adults is paramount.
  - In the event of the fire marshal considering a need to evacuate the site for safety reasons Twynham Church will be used as a safe building.

**Responsibilities**

Fire safety training, induction and revision	Duty Fire Marshall
Fire Risk Assessments	Duty Fire Marshall
Termly fire drills	Duty Fire Marshall and Caretaker
Updating of log book	Caretaker
Checks on call points, emergency lighting,	Caretaker
Fire escapes unobstructed	All employees
Checks on fire detection and protection systems	Caretaker

## Equality Impact Assessment – Initial Screening Record

1. What policy is being reviewed? Safety from fire policy

2. Upon whom will this impact? The Christchurch Junior School Community

3. How would the work impact upon groups; are they included and considered?

<b><i>The Equality Strands</i></b>	Negative impact	Positive impact	No impact
Minority ethnic groups			√
Gender			√
Disability			√
Religion, faith or belief			√
Sexual orientation			√
Transgender			√
Age <small>(N/A to pre-school and school children)</small>			√
Rurality			√

4. Does data inform this work, research and/or consultation, and has it been broken down by the equality strands?

	NO	YES	Uncertain
Minority ethnic groups	√		
Gender	√		
Disability	√		
Religion, Faith or belief	√		
Sexual Orientation	√		
Transgender	√		
Age	√		
Rurality	√		

Does the initial screening highlight potential issues that may be illegal? NO

Further comments:-

Do you consider that a full Equality Impact Assessment is required? NO

Initial screening carried out by Environment Committee on 09.07.18.

Comment by Headteacher: