**Dunhill N.S.**

**BASC Fire Policy**

Dunhill N.S. BASC place the highest priority on the health, safety and protection of all children, staff and families using our service. We will ensure that our staff have training in fire safety and that all children are educated appropriately on the dangers of fire and what to do in the event of a fire within the service.

**Principle:**

This policy is underpinned by Articles 18 and 19 of the Fire Services Act

 1981 and the Health, Safety and Welfare at Work Act 2005

**Procedure:**

* Firefighting equipment including fire extinguishers, smoke detectors and fire blankets are supplied and serviced each year.
* Fire doors are kept closed at all times to prevent the spread of the fire and/or toxic smoke.
* Fire Exit Doors will be kept clear at all times
* Children will be taught the reason for fire drills and the importance of learning what to do when they hear the fire alarm.
* Fire drills will be carried out once a term while changing the time and day to ensure all children experience a fire drill.
* All fire drill practices will be recorded using the fire drill record
* The fire drill will be made up of the children and staff understanding where their nearest exit is and calmly making their way to the assembly point.
* The assembly point location is marked clearly in the school yard – tennis court area
* Our fire officer is Patricia Butler
* The Fire Safety Procedures will be displayed on the wall of the BASC.

**Fire Drill and Procedures for when a fire might occur:**

• The alarm will be set off manually or the smoke detectors will raise the alarm

• The staff and children will make their way to the assembly point location

If needs be (depending on the location of the fire) the front or fire door will be used for this purpose.

• Staff will bring the child attendance record

• The fire officer/staff member will collect the staff/ guest sign in book

• The fire officer /staff member will check each room to ensure no person is left in the building

• At the assembly point all children and staff will be accounted for using the attendance records

• A fire brigade will be called if necessary

Drills will be carried out calmly and all children will be shown what to do in the event of a fire.

This is not an exhaustive list and there may be other essentials required.

This policy was adopted by: Dunhill N.S. BASC

A child friendly format for ‘what to do in the event of a fire’ will be displayed on the BASC room wall.

This policy is available to Parents on the School Website, at the BASC and will be communicated to all parents, guardians and school age children.

Staff will receive fire training annually, prior to the new school year.