



## **Adventure Pre-School – Fire Safety Policy**

The only fire we want at Adventure is one we can toast marshmallows on. We decrease the risk of fires by keeping the setting tidy ensuring sources of ignition are limited, ensuring there are adequate evacuation routes, fire safety equipment and knowledge of procedures to follow. There is also a clear policy on maintaining the register so that in case of a fire there is no confusion as to who is present.

Any flammable material is stored safely and is clearly marked. Sources of ignition are kept to a minimum and there is a no smoking policy on site to help manage this. Electrical equipment is subject to annual testing and damaged wires are not used.

Fire safety equipment is positioned throughout the setting in line with the full fire risk assessment of the building. Equipment and sensors are subject to annual maintenance checks and the fire alarm is tested weekly.

Fire extinguishers are present in the entrance foyer, in Georgie's Den and in the main hall by the kitchen.

Fire evacuation routes exit from:

- Georgie's Den
- The Burrow
- The Beehive

These gather in the camp before exiting the site to the muster point.

There are also additional exit routes through the office and the main Community Centre if staff are in those spaces when the alarm sounds. Anyone evacuating from these spaces will also gather at the same muster point.

Evacuation from the setting in case of fire is detailed in the critical incident policy but the same procedure is followed for fire drills, false-alarms and full fire incidents.

Fire drills are run frequently so that children (and adults) get used to the routines involved. These are planned at least once a month but often more frequently to ensure that all children have experience of them.

In case of a fire, an alarm should be raised and everyone within the setting should evacuate calmly and sensibly. The Duty Managers hold the responsibility for checking the site and liaising with the fire brigade as necessary but everyone else has a responsibility to look after the children and stay calm.