

Duddon Saint Peter's School



Fire Policy

Main School

- The school is protected by an electrically operated alarm system with a battery back-up; fire alert buttons are in strategic locations.
- In the event of a fire during the school day the first priority is to lead all pupils and adults in school to safety.
- If a fire occurs or is suspected the nearest alarm button should be operated and everyone should leave by the nearest safe exit.
- The assembly point is in the back playground adjacent to the field. Pupils should be checked against the register. The Administrative Officer will bring these registers to the assembly point. In the event of the Administrative Officer not being present, the Head teacher will bring the registers.
- The school fire alarm system is now connected to Red Care, which results in automatic connection to the Fire Service.
- Fire drill is held once each term and the time of day will vary. Each drill is recorded; any particular problems will be highlighted in the daily diary and will be addressed.
- Kitchen staff are included in the fire drill procedures.

Treetops Foundation Unit

- The nursery is not connected with the main school system as it occupies a separate site.
- The same procedures for evacuation of the unit should be followed as for the school.
- Help should be sought from the main school after the children and staff are safe.
- The fire extinguisher appropriate to the type of fire can be operated if it is safe to do so.
- A procedure for the safe evacuation of the children from the nursery unit to an assembly point in the main school hall should be practised each term.

Signed:

Governor responsible

Signed:

Head teacher

Date: *November 2016*

Date of review *Autumn 2017*