

# Testwood School Fire Safety Policy

Key Responsibility area:	Mark Shippides/BF/NS/2
Last Review:	March 2017
Next Review:	March 2019



## Principles

Testwood School acknowledges fire is a significant hazard to the safety of both buildings and their occupants and accepts its responsibility under current fire legislation. Testwood School will ensure the provision of suitable, sufficient and risk appropriate fire precautions and management systems to enable the safe evacuation of pupils, employees and others from Testwood School buildings and take risk appropriate measures to minimise fire damage should a fire occur.

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## Fire Precautions

- Suitable and appropriate means for giving warning in case of fire provided.
- Suitable and appropriate routes, exits and means of protection provided to enable occupants of buildings to evacuate quickly and safely in the event of fire.
- Sufficient and suitable emergency lighting provided when necessary.
- Suitable fire signage provided.
- Sufficient and suitable fire fighting equipment available.

## Management Systems

- A fire safety management plan.
- A fire risk assessment for college complete with risks and their priorities brought to the attention of employees, pupils and others at risk.
- An emergency evacuation plan.
- Monitored fire drills to be undertaken, evaluated and issues addressed where necessary with records maintained of relevant details and remedial actions.
- A fire safety training programme produced for all employees.
- Fire safety equipment maintained and tested by competent people and evident records kept.

## Monitoring

- Regular monitoring and review system operating throughout the management chain of responsible people.
- The Leadership Team and Governing Body receiving reports on the findings of monitoring and recommended actions.

## **Roles and Responsibilities**

- Governing Body – monitor Headteacher’s management of fire safety responsibilities.
- Head Teacher – appoint a fire safety co-ordinator for the premises and support for that person to carry out their duties.
- Staff – adhere to fire safety instructions and procedures and bring defects and matters of concern to the attention of the fire safety co-ordinator or their line manager, who should ensure the fire safety co-ordinator or Head Teacher has been advised

Date policy agreed:

Date of Review:

Signature of Chair of Governors:

Date: