



Fire Prevention Policy

2019 - 2020

THE HAMMOND SCHOOL LTD., MANNINGS LANE, CHESTER, CH2 4ES

Telephone: 01244 305350 | Web: www.thehammondschool.co.uk | Email: contact@thehammondschool.co.uk

The Hammond School Limited is registered in England and Wales Number 838325. Registered office is above. Charity Number 1022427 incorporating the Betty Hassall Foundation. The school is accredited by the I.S.A and C.D.E.T. and is a member of the B.S.A and I.S.I.

(Please also refer to Health & Safety Policy – Fire Procedures)

This policy is available to all staff on the shared T drive. It is reviewed annually and when legislation or events require, by the Principal, Health and Safety Director and Competent Person, i.e. Delyn Safety UK. The most recent review date was February 2019.

Key Personnel:

The Principal and the Fire Safety Department Representatives (K McClelland, C Shone, N Kelly, R MacLaren) should be contacted if there are any concerns or questions regarding fire risks on the premises. The Director assigned to health and safety is Carol Penny.

Procedures:

Procedures are in place to ensure that pupils, staff and visitors are protected from fire when on school premises.

Buildings are safe and the School has taken appropriate steps to ensure safety as far as reasonably practicable.

The school has minimised the possibility of fire by taking the following measures:

- Construction of buildings is in line with current fire control practice.
- Fire alarm systems are appropriate for the use of the buildings and are maintained and checked regularly.
- Emergency lighting is fitted in buildings as required and are checked regularly.
- Fire extinguishers are sited as appropriate and maintained annually.
- Electrical equipment and wiring is tested and checked regularly.
- Fire exit routes are kept clear at all times.
- Fire drills are carried out on a regular basis.
- Staff are trained appropriately on a periodic basis. (Latest all school Fire Safety Training April 11 & Fire Marshall Training Sept 12, Fire Awareness Training September 2017)
- Fire notices are displayed throughout the school setting out fire safety information for staff, pupils and visitors.
- Dangerous substances are used and stored according to COSHH requirements
- Housekeeping is maintained.

In addition to the above, Fire Risk Assessments are in place and are reviewed regularly and any necessary remedial action taken.

The school will comply with any recommendations as made by the Fire Service.

There are clear procedures in place for staff and pupils in the event of fire, to ensure safe evacuation, assembly, taking roll call etc to establish whether all staff and pupils have been accounted for. There are other defined procedures in place in the event of a fire, for personnel who are familiar with the fire alarm systems.

Policy Details

This Page Should Not Be Published

Document Owner:	
Document Input:	
Document Sources:	
First Created Date:	
Last Update Date:	
File Location of Original Policy:	

Approver	
Role	
Last Approval Date	
Next Review Date	