



FIRE SAFETY POLICY

As a Rights Respecting School we recognise Article 24 'Every child has the right to the best possible health' from the UN Convention of the Rights of the Child.

Scope/statement of intent:

- to meet our legal obligations under the Regulatory Reform (Fire Safety) Order 2005 (the Fire Safety Order)
- to ensure the fire safety of people in and around all buildings; the protection of property and the environment and to minimise business disruption in case of fire.

General intentions:

- commitment to achieve high standards of fire safety for service users, employees and the public
- providing an effective fire prevention strategy
- exercise good management of fire safety to ensure that fires are unlikely to occur, but if they do occur :
- they are likely to be controlled or contained quickly, effectively and safely and that:
- everyone in the premises is able to escape to a place of safety easily and quickly.

Criteria and principles upon which actions are based:

- fire safety is a management responsibility
- named 'responsible persons' for fire safety to be identified throughout the organisational structure; to be responsible for the fire safety of all employees and premises under their direct control
- managers identified as the key resource to ensure day to day fire safety, having delegated responsibility for local fire safety arrangements
- promote employee involvement and commitment at all levels.

Objectives (see overleaf for levels of responsibility)

Directorates:

- directorates to operate effective fire safety management systems to ensure the effective planning, organisation, control, monitoring and review of the preventive and protective fire safety measures
- named 'responsible person' to be identified within each directorate for each service / business unit.

All premises:

- to have fire risk assessments which identify the hazards and risks within the premises and any remedial actions that are required
- fire risk assessments will be reviewed periodically in line with the risk assessment
- all places of work to have efficient and effective fire safety arrangements to put into effect the general fire precautions necessary as identified by the fire risk assessment.



The site manager or other person in control of the premises must ensure a fire risk assessment is completed under the requirements of the Regulatory Reform (Fire Safety) Order 2005.

Based on the fire risk assessment, the building managers of KCC premises are to maintain and operate an appropriate fire safety system. This will include:

- management arrangements for controlling fire safety
- fire prevention measures (storage of dangerous substances; electrical safety etc)
- safety procedures (instruction and training; ensuring means of escape available etc)
- fire precautions (plans, systems and equipment availability and checks)
- procedures for the identification of people who have special needs, including those with a disability, for their safe evacuation in case of fire.

Employee duties

- all employees have a duty to co-operate with all the measures in place to ensure fire safety and must not do anything that will place themselves or other people at risk
- all employees have a duty to draw to the attention of management any shortcomings in fire safety arrangements.

References:

1. The Regulatory Reform (Fire Safety) Order 2005
2. HM Government Guide: Fire safety risk assessment (Offices and shops)
3. BS9999:2008 Code of Practice for Fire Safety in the Design, Management and Use of Buildings
4. The Health and Safety at Work etc. Act 1974