

Farrowdale House

INDEPENDENT PREPARATORY SCHOOL



FIRE SAFETY POLICY

1. General Statement

This statement is given with regard to the Regulatory Reform (Fire Safety) Order 2005 and the duties imposed on employers, and persons with control, of workplaces under their control.

As far as is reasonably practicable, all steps shall be taken by Farrowdale House to prevent or minimise the probability of all causes of fire.

Farrowdale House recognises the need to take precautions to maintain the safety of all employees, visitors, contractors, and connected businesses against the threat of fire or other emergency.

Farrowdale House further implements proper systems to deal with a potential fire and regularly maintains and tests these systems to ensure that they are adequate.

The person with responsibility for this policy is S. Hall the Proprietor.

2. Policy Objectives

- To safeguard all persons from death or injury in the event of fire by effective management of fire safety;
- To minimise the risk of fire and to limit fire spread;
- To minimise the potential for fire to disrupt services, damage buildings and equipment, or harm the environment.

3. Responsible persons

Farrowdale House has delegated day to day responsibility for managing fire safety to S. Hall Proprietor who will:

1. Ensure that fire risk assessments are undertaken and appropriately reviewed;
2. To ensure provision of and maintenance of all fire safety provisions, e.g. detection and alarm systems, emergency lighting and firefighting equipment.
3. Oversee all fire contracts;
4. Organise fire safety training, including that required by new starters, contractors and visitors;
5. Organising fire drills;
6. Coordinating an evacuation in the event of a fire; and
7. Record Keeping.

Fire Marshalls shall ensure that in the event of a fire, steps are taken to reduce the effects by:

- Rapid and controlled evacuation; and
- Prompt notification of the above named person.

This Fire Safety Policy contains the following sections:

1. General Policy
2. Responsible Person - appointment and duties
3. Fire Marshals
4. Communication
5. Training
6. Equipment/Testing
7. General Procedures
8. Records