

10. Fire Safety

EYFS: 3.54, 3.55, 3.56

At Carousel Childcare (Exmouth) we make sure the nursery is a safe environment for children, parents, staff and visitors through our fire safety policy and procedures.

The *manager/*designated fire marshal Kirsty Waddell makes sure the nursery premises are compliant with fire safety regulations, including following any major changes or alterations to the premises and seeks advice from the local fire safety officer as necessary.

The *manager/*designated fire marshal has overall responsibility for the fire drill and evacuation procedures. These are carried out and recorded for each group of children every three months or as and when a large change occurs, e.g. a large intake of children or a new member of staff joins the nursery. These drills will occur at different times of the day and on different days to ensure evacuations are possible under different circumstances and all children and staff participate in the rehearsals.

The *manager/*designated fire marshal checks fire detection and control equipment and fire exits in line with the timescales in the checklist below.

Fire checklist

Staff are to check that the fire door/ escape routes are kept clear on a daily basis following the risk assessment procedure. It is the owner of the Football clubs responsibility to ensure the fire alarms, smoke alarms and fire blankets are in working order.

Registration

An accurate record of all staff and children present in the building must be kept at all times and children/staff must be marked in and out on arrival and departure. An accurate record of visitors must be kept in the visitor's book. These records must be taken out along with the register and emergency contacts list in the event of a fire.

No smoking policy

The nursery operates a strict no smoking policy – please see this separate policy for details.

Fire drill procedure

On discovering a fire:

- Alarm- shake tambourine placed by each door
- Listen
- Line up the children
- Count children and staff
- Check toilets
- Pick up phone and registers
- Leave building immediately and walk outside the front door leading the children to the metal bar entrance to the walkway to the park.
- Do not stop to collect personal belongings on evacuating the building
- Do not attempt to go back in and fight the fire

- Do not attempt to go back in if any children or adults are not accounted for
- Raise Alarm- contact 999 ask for services- our location: Exmouth Town Football Club, King George V Ground, Southern Road, Exmouth, Devon EX8 3EE

If you are unable to evacuate safely:

- Stay where you are safe
- Keep the children calm and together
- Wherever possible alert the manager of your location and the identity of the children and other adults with you.

The *manager/*fire marshal/*team leader is to:

- Pick up the children’s register, staff register, mobile phone, keys, visitor book and fire bag/evacuation pack (containing emergency contacts list, nappies, wipes and blankets)
- Telephone emergency services: dial 999 and ask for the fire service
- In the fire assembly point area – (Entrance to park walkway) check the children against the register
- Account for all adults: staff and visitors
- Advise the fire service of anyone missing and possible locations and respond to any other questions they may have.

Remember

- Do not stop to collect personal belongings on evacuating the building
- Do not attempt to go back in and fight the fire
- Do not attempt to go back in if any children or adults are not accounted for.

This policy was adopted on	Signed on behalf of the nursery	Date for review
<i>January 2017</i>		<i>January 2018</i>