

Eccleston Mere Primary School

Emergency Fire Precautions



FIRE PRECAUTIONS

Those involved to include:

Merseyside Fire Brigade
Direct Fire & Safety
Teaching and non-teaching staff
Governors

School Caretaker
Head Teacher
Children

- Fire Log Book is kept in Caretaker's Room
- Exits must be clear of furniture, etc.
- Recommendations of Merseyside Fire Brigade or LA to be acted on immediately.
- Fire alarm to be tested weekly by caretaker during school hours (Monday 10:00am) and recorded in Log Book.
- Fire Drill to take place each term, organised and recorded by Head Teacher.
- Fire fighting equipment to be inspected and serviced annually.

- Notices to be maintained around school informing everyone of the evacuation procedure:

- "When fire alarm sounds, children must stand still, then leave the building in an orderly fashion and walk to the designated location.

- Teachers are asked to check toilets.

- Do not re-enter the building.

- On completion of evacuation procedure, Mrs. Barrow and Mrs. Lees will distribute registers to class teachers for checking and reporting to Head Teacher. A print off from the Inventory Visitors sign in system will be taken outside by the office staff to be checked by Mr. Mugan.

- Children to be reminded regularly of the dangers of fire.

- Governors to inspect fire precautions termly as part of the health and safety checks.

- In the event of a fire, Head Teacher (or most senior member of staff) to telephone 9-999.

- Fire Hydrant to be tested annually by Merseyside Fire Brigade and maintained

- Firefighting equipment to comply with all recent regulations

- Staff required to attend firefighting courses as provided