

# **Fire Safety Policy**

Braunston Preschool CIO understands the importance of fire safety and keeping everyone safe. This policy is designed to ensure that anyone who enters the building is kept safe and if there is a fire, everyone knows what to do.

The fire marshals are : Carrie-Ann Biggs and Sarah Brown

At Braunston Preschool CIO we have taken into consideration the fire safety regulations and ensuring all our equipment, premises and fire safety equipment is regularly checked to make sure they are in line with these regulations. Each week the fire marshals check the following:

- Fire extinguishers and Blankets are in date
- Smoke and carbon monoxide alarms are fully functional
- The fire alarm system is fully functional
- All fire doors are closed, well-maintained and free from obstruction
- Staff are aware of the whereabouts of fire equipment if needed
- Any fire exits/ escape routes are kept clear (this is done daily as part of the morning risk assessment).

A fire drill will take place once a term to ensure everyone knows what to do in the event of a fire. These are recorded in the fire safety part of our app.

At Braunston Preschool CIO a register is done daily so that staff are aware of when children have entered and left the building. This means that the staff can keep an informed log of which children present at certain times of the day. In the event of a fire, this register needs to be taken outside and checked against each child present to ensure all children are safely out of the building.

At Braunston Preschool CIO has a strict no smoking and or vaping policy when in, on or around the setting for all staff, parents and visitors. There is a separate no smoking policy for more information.