

3c. Fire Safety Policy

EYFS: 3.54, 3.55, 3.56

At FDNM 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 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, control equipment and fire exits in line with the timescales in the checklist below.

Fire checklist

	Who checks	How often	Location
Escape route/fire exits (all fire exits must be clearly identifiable)	Staff Completing Checklists	At least twice a day	
Fire extinguishers and blankets	Staff Completing Checklists	At least twice a day	
Evacuation pack	Manager/ Designated Marshal Fire	Every month	
Smoke/heat alarms	Manager/ Designated Marshal Fire	Every week	
Fire alarms	Manager/ Designated Marshal Fire	Every week	



<p>Fire doors closed, in good repair, doors free of obstruction and easily opened from the inside</p>	<p>Staff Completing Checklist</p>	<p>At least twice a day</p>	
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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.

This policy was adopted on 16/05/16

Implemented by: Afshan Din (Nursery Manager)

Reviewed & Agreed by: Shiraz Kothia (Director)

Date for review: 16/05/17

Signed on behalf of the nursery: