



Fire Safety Policy

Version History	
Date	Comments
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In the event of a fire, I will gather all the children and safely make our way to the nearest safe exit, and lead them onto the parking area opposite our house.

Once we are safely away from the house I will call the Emergency Services. In the event that we can't get safely out of the house I will take the children to the furthest away room from the emergency, close all doors and seal the door with towels or similar items, and I will then call the Emergency Services.

If we are unable to return to the house I have agreed with Alison Waters who is a registered childminder that we can go to her nearby house so I can contact all parents for them to collect their children.

I have 2 mains-powered smoke alarms fitted which are tested regularly. I have a Fire Blanket in the kitchen. I have carried out a Fire Safety Risk Assessment for my premises, a record of which is kept on file and is available for parents to check.

I have a fire escape route which will be kept clear at all times.

In order to keep the children and myself safe I have developed the following procedure to evacuate my home in the event of an emergency. This may be as a result of a fire, flooding, gas leak etc.

- The children will practice the evacuation procedure with me so they will not be alarmed in the event of the situation being real.
- I will carry out a fire drill bi-monthly and details will be recorded of the date and time, children present and time taken to complete the drill.

In case of fire:

- Sound the alarm
- Evacuate the children using the safest and nearest exit available (Babies and toddlers will be carried to safety)
- Take:
 - Attendance Record for the day
 - Contact numbers
 - Mobile phone

- Assemble across the road from the house (on the parking area opposite the house)
- Contact the emergency services
- Comfort and reassure the children
- Arrange safe place for the children to stay until parents can collect them
- Follow the instructions of the Emergency Services
- Do not return to the building until the Emergency Services have declared it safe to do so