



St Paulinus Pre-School

St Paulinus Centre,
Hillcrest Road,
Marlpit Hill,
Edenbridge,
TN8 6JS



Fire Safety and Emergency Evacuation - Policy and Procedure

Policy Statement

We maintain a high standard of fire prevention. The manager and all staff are familiar with the current legal requirements on fire safety and prevention.

Risk Assessment

- A routine fire safety risk assessment ensures that any fire risks are identified.
- The Manager will carry out a risk assessment and respond to any identified risks.

Emergency Evacuation

- Emergency evacuation drills are organised by the Manager and enacted once per term as a minimum.
- A record of when fire drills are run is kept in the Nursery log.
- If an alarm is sounded the children are led from the building and assembled at the evacuation point.
- Nursery staff confirm to the nursery Manager that all individuals are accounted for at the assembly point.
- In the event of a real fire, the Manager will call the Fire Brigade.

Fire Evacuation point for the Pre-school is on the drive of Tralee on the opposite side of the road.

Pre-School Setting

Within The Pre-School premises the following fire prevention and management equipment is installed:

- Fire doors are clearly marked, never obstructed and easily opened from the inside.
- Smoke detectors/alarms and firefighting appliances conform to BSEN standards.