

Fire Safety Policy

Clondrohid Community Crèche, Pre-School and After School understand the importance of the health, safety and protection of children, staff and families using the centre. All appropriate methods are used to prevent the outbreak of fire. In the event of a fire breakout, all childcare practitioners have the knowledge and training to implement a fire evacuation and know the location and know how to use firefighting equipment.

This policy is underpinned by the Child Care Act 1991 (Early Years Services) Regulations 2016, the Fire Services Act 1981 and 2003, the Health, Safety and Welfare at Work Act 2005, the Building Control Act 1990 and the Fire Safety in Pre-Schools Guidelines 1999.

This policy has been updated in line with current guidance the HSPC Infection Prevention and Control guidance for services providing childcare during the COVID-19 Pandemic, the DCYA's Return to Work Safely Protocol and Tusla's Children Services Regulations Guidance Document for Early Years Services: COVID-19

This policy is available to parents, staff & relevant stakeholders through our website, parent's/employee handbook and on hardcopy if requested.

Fire Drills

We do monthly fire drills in Clann Aire to ensure both staff and children are familiar with the fire routes. We try to do them at different times of the day that don't affect the younger children's routines. When we do a fire drill, we set off the fire alarm. When we hear the alarm each room follows their **own fire route to their designated fire assemble point**. The assembly point will be marked so as to adhere to current physical distancing guidelines for adults and play pods. All fire procedures are on display in each room. After doing the fire drill each room fill out their fire drill forms. The form needs details of the day i.e. time, date, number of children, number of staff and comments on how the drill went. While doing the fire drills we ensure that all fire doors that we use are working properly.

Assembly Points

We have three Assembly Points to adhere to current physical distancing guidelines for adults and play pods. The locations are:

- Inside lower gate in the tarmac area two locations there marked with Assembly Point signs. Third Assembly point is by green shed in Car Park exit route if through back gate of building.

If a fire is discovered by someone, without hesitation, they need to sound the alarm by operating the nearest fire alarm calls point. On hearing the alarm childcare practitioners need to follow their fire evacuation plan to the fire assembly point just like fire drills. The person in charge needs to ring the Fire Brigade by ringing 112 or 999.

The person in charge needs to take the visitor's book out of the building with them and ensure all visitors are out of the building. The person in charge needs to speak to the room leaders in each room and ensure their roll call has been done and everyone is accounted for.

The person in charge needs to liaise with the fire brigade when they arrive giving all relevant information to them i.e. the location of the fire, any missing persons and any other information they may look for.

Training

As part of our staff induction management ask all childcare practitioners and unpaid workers to make themselves aware of the fire evacuation procedure in each room they are working in. Childcare practitioners are also asked to be aware of the location of fire-fighting equipment. If they are unsure of anything they are to ask the room leader of the room, Aoife or Gobnait. Clann Aire provides fire training for all childcare practitioners every two years. In this training Practitioners are trained in how to use the fire equipment that is available in our centre.

The Covid Officer (Niamh) will liaise with the Room Leaders to ensure fire safety procedures are consistent with Covid-19 risk management measures.

Fire register

We have a fire register that is stored in the office in a locked cabinet. In this register we have;

- Copies of training certificates that staff received.
- Staff assigned to specific responsibilities are listed in the register
- We employ a fire company to maintain the fire extinguishers and fire-fighting equipment and they update the register each time they call
- We employ a fire company to maintain fire alarms, smoke detectors and emergency lighting and they update the register each time they call

Notifying Parents and Guardians

- Parents/Guardians will be notified as soon as practical should a fire occur in **Clann Aire**

Our fire officer is

- Gobnait Kelleher

Person Responsible: Gobnait Kelleher

This policy was adopted by: Clondrohid Community Crèche, Pre-School & After-School services

Date: January 2021

Signed by: _____

On behalf of the Management, Staff & Parents

Procedure for Fire Drills/Evacuation



- When the alarm is raised we all get a buddy and hold their hand

- We go to the nearest emergency door in the room we are in & form a lína with our friends



- We will walk after the After School teachers to the assembly point and we stay in our lína so that our teachers can count us, and account that everyone is present & safe.



- We stay together at the assembly point with our buddies & teachers until it is safe to return to the building or evacuate. We will follow our teachers instructon.



- We will walk back to the building/away from the building behind our teacher

