

Fire Strategy, Fire Safety Policy & Procedure

Temporary amendment

A temporary amendment acts as an addendum to the existing policy for the period shown below, it does not replace the existing policy.

Effective Dates

First phase: 1st June 2020 – 5th June 2020.
Second phase: 8th June until end of summer term 2020.

Proposed amendment

Assessment of amendment to the Fire Safety policies and procedures due to the reorganised practices and procedures resulting from the impact of the pandemic.









Fire Safety Policy: Procedure for Evacuation

In event of the fire alarm sounding, the Heads or Lead individuals of the Primary and Secondary must contact the fire officer on radio channel 5. Any known information should be shared at this point to enable the fire officer to decide if the alarm can be silenced and reset later, or remain activated until the source is known and then reset once the hazard has been dealt with. The school must be evacuated as normal and the fire officer must ascertain where the alarm has been activated, and from the panel and take appropriate action e.g. reset system, call fire brigade.



Risk Assessment Control Measures

L: Likelihood C: Consequence

Issue	L	C	Risk Level	Control Measures	L	C	Risk
Automatic Fire doors are wedged open	3	2		Automatic fire doors must not be wedged open. In the event of a fire alarm these door will automatically open. Hygiene protocols to be used after handling, try and minimise to staff only.	1	1	
Communal Fire doors are wedged open	3	2		Communal fire doors - should not be wedged open, hygiene protocols to be used after handling, try and minimise to staff only.	2	1	
Classroom fire door are wedged open	3	2		Doors can be wedged open, in the event of a fire alarm the wedge must be removed when exiting the classroom	2	1	
Social distancing	2	2		The number of people onsite is restricted to enable 2m social distancing at the existing fire evacuation points.	1	1	



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