

STONEHOUSE PARK INFANT SCHOOL



Stonehouse Park
Infant School

FIRE RISK ASSESSMENT POLICY

Updated: February 2021

Ratified by Governors: March 2021

Review Date: February 2022

Stonehouse Park Infant School **Fire Risk Assessment**

Stonehouse Park Infant School has been substantially refurbished and modernised over the past 12 years. There are many exits easily accessed from all areas. Most playrooms/classrooms have emergency exits from each individual classroom and additional routes outside the classroom doors and exit doors are signed and marked as such. All open areas and corridors are bounded by fire doors for compartmentation. Fire Extinguishers, (Water and CO2) are placed around the building in appropriate places. These are generally located adjacent to a call point.

Fire drills are held to evacuate the building speedily and efficiently so that children and staff assemble outside at the bottom of the large playground (Yr1/Yr2). This is usually done by means of the 'Evacuate' button on the control panel. The alarms are silenced and reset after a short blast of the alarm. The alarm system is modern and is well maintained and serviced annually.

Wiring and Electrical Installation

The wiring is modern, has been substantially upgraded in recent times and complies with wiring regulations. Wiring is inspected according to the recommended LEA schedule. Please see black folder.

Portable Electrical Equipment

This is inspected according to the LEA recommended schedule and plugs are labelled to denote this. Failed items are taken out of use immediately and disposed of or repaired. Please see PAT tested records. (In school office).

Heaters

All heaters are fitted with suitable guards and fixed in a position away from combustible materials. On rare occasions portable heaters are used but are used with great care.

Combustible Materials

All combustible materials are stored in suitable, secure places away from sources of ignition. It is acknowledged that as an Infant School we need to display children's work in corridors, which creates a substantial level of combustible material pinned to the wall boards. However, these areas are through routes and children passing through these areas have easy access to safe exits at either end.

No smoking is allowed at all on the entire site, inside and out.

Accumulation of rubbish in litter bins inside the building is removed daily and stored in 3 metal bins (skips) externally. The three metal skips are located in a lockable walled refuse area near the building. An additional skip is used for recycling paper.

No flammable liquids or gases are stored on the premises, the gas boilers are located in locked rooms and these rooms are not used for the storage of any item that might be flammable.

Procedures and practices: Combustible Materials

All PE equipment is safely stored in a large cupboard in the hall. The hall curtains are made from retardant material.

All use of items that generate heat is limited. No heaters are left on unattended. Mobile cookers are also continuously observed when in operation. These cookers are supplied with a small extinguisher and a fire blanket. No processes are carried out in school using sources of heat apart from those carried out in specialist areas such as the cottage kitchen, which is properly ventilated.

On the rare occasions that a solvent-based product is used, there is sufficient ventilation to prevent a build up of flammable gases.

Electrical extension leads and multi-point adaptors.

These are used responsibly and are not overloaded. Flexes are not run in places where they would constitute a tripping hazard, and are removed from service if damaged / a fault is found.

Sufficient Exits for the number of people likely to be present:

As previously stated in the introductory statement, the buildings have an exceptional number of safe exits. The largest room, and the one which has the largest number of users at any one time, is the hall. It is 180 m². Technically that makes it suitable for up to 300 people. Stonehouse Park Infant School will never crowd to that extent. The maximum number accommodated for the busiest assemblies will be around 200 people mostly children. For concerts the audience would be limited to 160 adults and the child performers would not exceed 60. There are two main exits in the room leading to external paths, and there are a further three exit points, the boys and girls changing rooms are also adjacent to the rear of the hall and the door from the hall into the corridor, which has a door leading outside via the ICT suite. These exits lead to a place of safety away from the building: i.e. extensive field and playground.

Safety of actual Exits:

The exits are kept unencumbered by obstruction. No furniture blocks doorways and coat racks have been carefully placed. All exits are safe from tripping or slipping as virtually all have fitted carpets. Where there are external steps they are in good order (and very limited). There are handrails close to some doors.

All final exit doors are unlocked from the inside when the building is open, though for security purposes no ingress is possible. Doors in all corridors leading to outside and from all classrooms are secured by means that do not require the use of a key in order to release the door. All such doors have either knob turn or pressure bar.

Internal fire doors are preserved closed during the day and are labelled with the agreed blue signs. Self closers on all doors are effective. The majority of the doors at exits open in the direction of travel. This is certainly so in heavily used area such as the hall.

Adequate lighting of escape routes:

Running man exit signs have the potential to be lit up in key places such as the hall exits. These are on the emergency lighting circuit and come on automatically when the mains electricity fails. This equipment is serviced and maintained regularly.

Assistance for disabled people evacuation:

All emergency exits lead to ramps rather than steps. Disabled visitors attending functions in the hall are placed at points near exits and chairs removed to give space for wheel chairs. There is a Po-Lock Lift Ramp at the entrance to the hall. There is signage denoting direction of travel, exits, fire doors etc, appropriately placed in most instances.

Fire Extinguisher

Most are placed appropriately. They are regularly serviced and upgraded as we have a contract with a company to do this. It is also necessary to train staff in the use of the extinguishers. They should be aware of where they are situated, and which type to use, if they should be called upon to do so.

It is also noted that the majority of extinguishers are a type and size that exceeds the requirement. Smaller ones may be less intrusive of space. Staff have been designated to call the fire brigade in the event of an emergency. This would normally be office staff, usually at the behest of other staff. This organisational policy will be reviewed to ensure that all the people in our School and Nursery know who is responsible.

Fire Alarm Points

These are clearly visible and unencumbered. The Fire Alarm System is linked to a monitoring centre which will not call the fire brigade however out of hours a call will be made to Glevum Security who would attend the school site and call the emergency services if required.

Prevention of Arson:

An effective alarm system is in place at all times that the building is empty. Nothing flammable is left close to the building.