

FIRE SAFETY POLICY

DATE PALM STATEMENT of INTENT

At Date Palm our vision is for the School to ensure our pupils grow like a Date Palm tree – with **strong foundations, lofty branches and produce fresh fruit**:

- ✓ To build **Strong Foundations for Character Development** that:
Instil values; inspire each pupil; display best manners.
- ✓ To have **Lofty Branches of Educational Excellence** that will:
Provide a broad and varied range of experiences and learning opportunities; help each pupil progress and develop in all aspects; support their skills and talents.
- ✓ To produce **Fresh Fruit that provides services to their Communities** in order to:
Become responsible and confident citizens; make a positive difference; commit to charitable endeavours; become effective contributors towards Britain's future.

Reviewed by	Position	Signature
Afsana Khanam	Deputy Head / DSL	<i>A.Khanam</i>
Saira Karim	Assistant Head	<i>S.Karim</i>
Sabina Yesmin	Safeguarding Governor	<i>S.Yesmin</i>

Reviewed: September 2023
Next review date: September 2024

Fire Safety Policy

Fire Marshals

Sharifa Khatun	Afsana Khanam	Luthfa Begum	Saira Karim
Jusna Begum	Shariqatun Nessa	Rumana Akhtar	Farzana Begum
Fatima Mohamed	Humaira Desai	Anisa Nur	Asma Begum

Aims

It is the overall aim of Date Palm Primary School to minimise the risks to pupils, staff and employees which may arise from fire. This will be done by ensuring procedures are in place for minimising the effects of an outbreak of fire and evacuating the premises.

Overall Responsibility for Fire Safety Matters

The Head teacher has overall responsibility for fire safety matters at the school. She will coordinate the implementation of fire safety measures, ensure that staff and pupil training takes place and monitor the standard of fire precautions maintained. She will also ensure that a fire evacuation drill is undertaken each term, that fire action notices are kept up to date and that fire safety equipment is being maintained. The School Fire Procedure Notices displaying the school fire procedure will be displayed at each fire alarm call point.

Appointment and Duties of Fire Marshals

The school will appoint a number of teaching or administrative staff as fire marshals one of which will be appointed as a senior fire marshal. These staff will have responsibility for ensuring that all areas of the school have been evacuated and that this is reported to the senior fire marshal in charge of the evacuation.

Staff

All school staff are responsible for maintaining a high standard of fire precautions in areas under their control or influence. In particular, staff should ensure that they are fully aware of the fire procedure. They should ensure that door vision panels and fire exits are kept clear



Building foundations for life

and fire doors are kept shut. They should also ensure that pupils for whom they are responsible are informed of the fire procedure.

Fire Training and Evacuation Drills

Training will be provided during induction for all staff and volunteers in fire safety and the school fire procedure. Specific training is organised for Fire Marshals, including training in the practical use of fire extinguishers, both on appointment and at least every three years with an external Fire Safety training provider. Feedback on fire drills is provided termly to all staff members.

PEEP

Children with Special Educational Needs and Disability will have a Personal Emergency Evacuation Plan (PEEP) to help them evacuate safely from the building. Currently three children at the Greenfield branch have a PEEP. The SENDCo reviews this annually and if required during the year.