# Fire Safety and Emergency Evacuation Policy

## Policy Statement

We are committed to protecting everyone in our setting by maintaining effective fire safety and evacuation procedures.
We ensure all staff and children understand what to do in an emergency through regular practice and clear routines.

## Procedures

Fire safety is part of our daily awareness.
Fire alarms, extinguishers, and exits are checked regularly and serviced accordingly.
Fire evacuation plans are displayed in all main areas.
Drills are usually practised at once per term and recorded in our Fire Log.

During an evacuation, staff calmly gather children, take the register, emergency contact details, and a first aid kit, then lead everyone to the assembly point.
The manager or senior member of staff checks all rooms before leaving.
Emergency lighting and alarm systems are tested regularly.

## Monitoring and Review

Drill records and procedures are reviewed termly or after any evacuation to ensure effectiveness.

## Legal Framework

- Regulatory Reform (Fire Safety) Order 2005
- EYFS Statutory Framework

**Signed:** _____
**Manager:** Stacey Humphrey
**Date:** _____