



FIRE SAFETY PROCEDURES

In the case of a fire, Mucky Kidz carry out the following procedure:

- Upon discovering a fire, the fire alarm system shall be sounded, and the children shall be escorted from the building by the nearest fire exit in accordance with the displayed exit plans.
- All Children and staff are to not stop to collect their personal belongings i.e. bags, jackets, etc.
- Staff shall check toilet areas and side rooms ensuring all children, staff and visitors have exited the building safely.
- One designated staff member will oversee collecting the registers, mobile phone and the evacuation bag. Evacuation bag Contains all children's / staff emergency contacts, First aid kit, Foil Blanket, Torch & emergency food / water supply.
- Assemble in the designated assembly area provided it is safe to do so.
- The emergency services should be called by dialling 999 and asking for the Fire Service and any other emergency service required.
- A register shall be taken ensuring that all children and staff are accounted for.
- In the event of a fire drill, the manager shall advise on the safe return to the building.
- In the event of a real fire, permission to return to the building (if safe) will be given by the Senior Fire Officer.