

Fire Safety Policy

Rationale

This Fire Policy Statement reflects the importance which Tudor Hall places on the safety of its staff, students, visitors and other persons who may be affected by its activities and its property.

Tudor Hall takes all reasonable and practicable steps to achieve the objectives and measures outlined below, in the manner that this statement sets out.

Objectives

The School will comply with the Regulatory Reform (Fire Safety) Order 2005 and all other applicable fire safety legislation and standards. Where the School could be granted exemptions from specific regulations, it is the School's policy that fire precaution standards and arrangements will be, so far as possible, at least equivalent to those which are set out in the Government Fire Safety Risk Assessment Guidelines.

Success criteria

- Safeguard all personnel in School, including visitors, from death or injury in the event of a fire or associated explosion.
- Minimise the potential for fire to occur causing damage to property and the environment, and disrupting the work of the School.

Methodology

1. Implementation

The Bursar has day-to-day responsibility for fire safety. Responsibilities for fire precautions are exercised through the members of the Risk Management Team. The Bursar delegates to Heads of Departments the proper application of the fire procedures in their areas of responsibility.

All members of staff, students, contractors and visitors are required to follow the procedures set out in the Fire Safety Protocol. In particular, in the event of a fire alarm sounding in school, occupants must evacuate the building and only re-enter upon the instruction of the Incident Coordinator, as designated in the protocol.

In respect of all facilities, the School will:

- Provide appropriate means of escape in case of fire.
- Ensure that all means of escape are properly maintained, kept free from obstruction and available for safe and effective use at all times.
- Provide the means of escape with adequate emergency lighting and maintain this in efficient working order.
- Provide and maintain in working order the alarm system or the means of giving warning in case of fire.
- Provide and maintain in working order all fire-fighting appliances and devices.
- Provide appropriate instruction and training for all school staff on the actions to be taken when dealing with a fire.
- Provide safety plans stating the precautions to be observed and steps to be taken to protect people and property.

- Ensure that measures which are commensurate with the risks and the significance of consequential losses are taken to protect buildings, installations and equipment from fire.

Individual responsibilities and legal duties in respect of fire safety for all school staff are contained in the Fire Safety Protocol on Firefly and on noticeboards.

2. Monitoring

The Risk Management Team chaired by the Bursar will monitor and review the application of these arrangements within all areas of the school and any further measures required to meet all legislative and other requirements.

Evaluation

The Bursar is responsible for the evaluation of this policy and the Fire Safety Protocol. These are designed to reflect the statutory obligations and particular fire risk management needs of the School and will be evaluated on a continuing basis.

Review

This policy statement will be reviewed by the Bursar every three years or at more frequent intervals if there are relevant legislative changes, and/or the evaluation of the policy highlights the need for a review

Signed: Chairman of Governors

Signed: Headmistress

Signed: Bursar and Clerk to the Governors

Date:

Review Date: Autumn 2024