

Chieveley Pre-School: Fire Safety Policy

Reviewed and updated in line with EYFS 2024, Early Years Alliance guidance, and current statutory fire safety regulations.

This document incorporates setting-specific procedures retained from the 2023-2024 version.

1. Introduction

This Fire Safety Policy outlines the responsibilities and procedures in place to ensure the safety of children, staff, and visitors at Chieveley Pre-School in the event of a fire. The policy reflects current EYFS 2024 requirements and guidance from the Fire Safety Risk Assessment for Educational Premises (HMG 2006).

2. Aim

To maintain a safe environment where fire risk is minimised, and staff are prepared to respond effectively in the event of an emergency, protecting children and others on the premises.

3. Objectives

- Ensure fire safety risk assessments are carried out and reviewed regularly by a competent person.
- Appoint a designated Fire Marshal and maintain a clear fire log.
- Maintain fire detection and prevention equipment to current legal standards.
- Conduct and record regular fire drills and emergency evacuations.
- Train staff in fire safety awareness, use of fire extinguishers, and evacuation protocols.

4. Fire Risk Assessment

A fire safety risk assessment (02.1a) is carried out using the five recognised steps:

1. Identify hazards (ignition sources, fuel, oxygen)
2. Identify people at risk (particularly babies, disabled children)
3. Evaluate, remove, reduce risk
4. Record findings and train staff
5. Review and update regularly

5. Fire Safety Precautions

- Electrical items tested annually; faulty items removed or condemned.

- • Gas appliances serviced by a Gas Safe engineer.
- • Fire exits marked and unobstructed.
- • Fire doors kept unlocked during operational hours.
- • Fire alarms and smoke detectors tested monthly with logs maintained.
- • Fire blankets and extinguishers accessible and serviced annually.
- • Evacuation procedures clearly displayed in all rooms.
- • Staff avoid contact between water and electrical items, especially with wet hands.

6. Fire Drills and Training

Fire drills are conducted termly, recorded with date, personnel involved, evacuation duration, and any improvements needed. All staff are trained in fire safety, including use of equipment and guiding children to safe assembly points.

7. Legal Framework and Guidance

- • Regulatory Reform (Fire Safety) Order 2005
- • Electricity at Work Regulations 1989
- • Early Years Foundation Stage (EYFS) 2024
- • Fire Safety Risk Assessment: Educational Premises (HMG 2006)

8. Monitoring and Review

This policy will be reviewed annually or following significant changes in legislation or after any incident that highlights a need for policy revision. The Pre-School Manager and committee will approve all changes.

This notice was reviewed and adopted by the Chieveley Pre-School committee.

Signed Preschool Manager:



Date: 04/09/2025

Signed Preschool Chair:



Date: 13.08.25

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