



# FARLINGTON

Discover | Believe | Achieve

---

## FIRE SAFETY POLICY

---

### **The Fire Safety Policy applies to the whole School including the Early Years Foundation Stage**

This Fire Safety Policy has been prepared by the Chair of the Health and Safety Committee as the responsible person for the premises known as Farlington School Trust Ltd to comply with The Regulatory Reform (Fire Safety) Order 2005 [FSO].

The purpose of this policy is to ensure the safety from fire of all relevant persons on, in or in the vicinity of the premises by effective planning, organisation, control, monitoring, training and review of the preventative and protective measures. This policy will be used to ensure the provision of suitable and sufficient general fire precautions, assessments of risk and management of necessary fire safety arrangements. As such the following will be provided:

- The Head of Maintenance is responsible for the provision of safety assistance to assist the responsible person in the execution of his/her duties under the FSO.
- Suitable and sufficient fire risk assessments have been prepared, are regularly reviewed and significant findings acted upon. This includes the elimination or reduction of risks from dangerous substances. These are compiled by the Head of Maintenance, issued to all staff and copies are kept by the Head of Maintenance.
- A suitable and sufficient fire emergency plan has been prepared, is regularly reviewed, and practised at least once per term by the provision of a whole School fire drill. The Boarding House conducts fire drills at least twice per term.
- All staff are trained to satisfactorily execute the fire emergency plan, regular fire drills and any other necessary actions to comply with the FSO.
- Employees are provided with comprehensive and relevant information regarding the risks identified from the risk assessment and notification of risk by other sources, the preventative and protective measures, the fire emergency plan, and the identities of persons nominated to carryout the duties of responsible person.
- The employer of any other employees, or any other person working on the premises, will be provided with the same information as the School's employees.
- All employees have a duty of responsibility regarding fire safety under the Health and Safety Act 1974 to ensure that their actions do not endanger other personnel or charges in their care.
- Staff are to ensure that they are commensurate with the School's fire procedures as laid down in the School Handbook Appendix F.
- The Science Department has its own additional Health and Safety Policy which includes the elimination or reduction of risks from dangerous substances. Staff in the Science Department have the necessary additional training.

Updated August 2010  
Reviewed 21st June 2016  
Reviewed and updated September 2017  
Reviewed and Updated September 2018



# FARLINGTON

Discover | Believe | Achieve

- All necessary systems required as part of the general fire precautions (or other general systems or appliances required to prevent the likelihood of fire) are tested and maintained in accordance with the relevant code of practice.

**Full records of these measures will be maintained and made available for audit by the Fire and Rescue Service as required.**

Updated August 2010  
Reviewed 21st June 2016  
Reviewed and updated September 2017  
Reviewed and Updated September 2018

Updated August 2010  
Reviewed 21st June 2016  
Reviewed and updated September 2017  
Reviewed and Updated September 2018