

POLICY: FIRE SAFETY

1. Rationale

St Michael's staff operates under the premise that as well as providing quality education to its students, their safety is of equal importance hence the development of a policy relating to fire safety and its applicability in a school setting.

2. Aims

- 2.1 To alert staff to the relevance and content of this policy.
- 2.2 To provide a safe environment for all who work, study and volunteer at St Michael's school.
- 2.3 In an emergency involving fire, all within the school site to be aware of how they should respond.
- 2.4 For fire wardens to know where fire extinguishers are located and how to use them in an emergency.

3. Implementation

- 3.1 Assistant Principal appoints fire wardens each year.
- 3.2 Training for fire wardens regarding the use of the fire extinguishers.
- 3.3 Fire wardens to show staff how to use the fire extinguishers.
- 3.4 Location of fire extinguishers to be shown on the school map.
- 3.5 The procedure used in whole school evacuation to be practiced at least twice per year.
- 3.6 Ensure that all indicators regarding egress from buildings to safe areas to be highlighted.
- 3.7 Fire safety procedures to be displayed in an obvious place in each classroom.

4. Evaluation

The policy to be evaluated annually.