

**Saint John Houghton Catholic Voluntary Academy
Fire Policy Statement**

Management and staff at Saint John Houghton Catholic Voluntary Academy will take all measures reasonably practicable to prevent or minimise the likelihood of fire within Saint John Houghton Catholic Voluntary Academy buildings and grounds.

It is acknowledged that despite measures being in place for fire prevention it cannot be assumed that a fire will never break out. Management will therefore put in place systems to deal with the consequences of any outbreak of fire.

These systems will be regularly monitored to ensure they are adequate, e.g. fire evacuation drills, inspections of the means of escape, maintenance of fire warning systems and fire fighting equipment.

We will ensure that all employees are given suitable instruction on basic fire prevention measures.

Any employees involved in activities that give rise to an increased fire risk shall be given appropriate training in fire prevention.

All employees will be expected to report all concerns regarding fire hazards to their line manager so that appropriate action can be taken to eliminate the problem.

In the event of a fire, the safety of life shall override all other considerations. If a fire is discovered the alarm shall be raised immediately. Responsibility for summoning the Fire and Rescue Service is detailed in the Fire Evacuation procedures.

No employee will be required to attempt to extinguish a fire unless it is safe to do so. All persons must evacuate the building once the alarm has been raised and congregate at the designated assembly points.

No person shall re-enter the building until the Fire and Rescue Service or the Officer in Charge of the establishment declares it safe to do so.

The person responsible for the implementation of this policy is the
Headteacher - Mrs J McCarthy
Date – December 2017

Approved by the Governing Body