

# Rathmore Primary School



## Fire Safety Policy

Date Ratified:	May 2023
Date of Review:	May 2024

This policy has been written following a consultation process, ratified by the Board of Governors and communicated to the school community as required. It will be monitored and reviewed as part of the school's policy review schedule.

# Rathmore Primary School

## Fire Safety Policy

This fire safety policy has been prepared by Julie Hardy (Principal) as the appropriate person for Rathmore Primary School.

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. 'Relevant persons' includes all members of staff, helpers, volunteers, contractors and suppliers who may be working in or visiting the premises. This will be achieved by effective planning, organisation, control, monitoring and review of the preventive and protective measures.

This Fire Safety Policy also ensures that Rathmore Primary School complies with the legal obligations of The Fire and Rescue Services (Northern Ireland) Order 2006 and The Fire Safety Regulations (Northern Ireland) 2010, both of which are enforced by the Northern Ireland Fire and Rescue Service.

This policy will be used to ensure the provision of suitable and sufficient general fire precautions, assessment of risk and management of necessary fire safety arrangements.

As such the following will be provided:

- The position of Premises Fire Safety Officer will be responsible for the provision of safety assistance to assist the 'appropriate person' in carrying out their duties under the relevant legislation.
- A suitable and sufficient fire risk assessment will be prepared, regularly reviewed, and its significant findings acted upon.
- A suitable and sufficient fire emergency plan will be prepared, regularly reviewed, and practised by the carrying out of fire drills.
- All relevant persons will be trained to satisfactorily carry out the emergency fire action plan, take part in regular fire drills and fulfil any other necessary actions to comply with the legislation.
- All relevant persons will be provided with comprehensible and relevant information regarding the risks identified from the fire risk assessment and any other notification of risk highlighted by other relevant persons, the preventative and protective measures, the fire emergency plan, and the identities of persons nominated to carry out the duties of the responsible person.
- The employer of any employees from an outside undertaking and any other persons working on the premises will be provided with the same information as the relevant persons.
- All necessary systems required as part of the general fire precautions (or other general systems or appliances required to be satisfactorily maintained to prevent the likelihood of fire) will be tested and maintained in accordance with the relevant code of practice.

Full records of these measures will be kept and made available for audit by the Northern Ireland Fire & Rescue Service as required.