



FIRE SAFETY

Safety Guide

School Education

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KEY BENEFITS

Life Protection

Teaches respect for fire hazards and safe behaviour.

Awareness

Builds competence in recognising and reporting risks.

Teamwork

Supports teamwork through clear roles and communication.

Emergency Readiness

Reinforces emergency readiness and first aid basics.

KEY HAZARDS & CONTROL MEASURES**Fire Ignition Sources**

- ✓ Electrical equipment regularly inspected
- ✓ No overloaded extension cords
- ✓ Cooking equipment properly supervised
- ✓ Heating systems maintained

Blocked Escape Routes

- ✓ Fire exits kept clear at all times
- ✓ Exit signs clearly visible
- ✓ Regular housekeeping checks
- ✓ Emergency lighting tested

Combustible Materials

- ✓ Paper displays limited and positioned safely
- ✓ Chemical storage secure and labelled
- ✓ Waste removed regularly
- ✓ Storerooms kept tidy

Detection & Alarm Failure

- ✓ Fire alarm tested weekly
- ✓ Smoke detectors maintained
- ✓ Annual professional service
- ✓ Faults reported immediately

PRE-SESSION SAFETY CHECKLIST**Risk Assessment**

- | | |
|--|---|
| <input type="checkbox"/> Complete and review risk assessment for this activity | <input type="checkbox"/> Ensure all identified hazards have control measures in place |
| <input type="checkbox"/> Brief all staff on key risks and emergency procedures | |

Escape Routes

- | | |
|---|--|
| <input type="checkbox"/> Exits unobstructed | <input type="checkbox"/> Signs visible |
| <input type="checkbox"/> Doors open easily | <input type="checkbox"/> Routes marked |

Detection

- | | |
|--|---|
| <input type="checkbox"/> Alarm tested | <input type="checkbox"/> Detectors working |
| <input type="checkbox"/> Emergency lighting on | <input type="checkbox"/> Call points accessible |

Equipment

- | | |
|---|--|
| <input type="checkbox"/> Extinguishers serviced | <input type="checkbox"/> Fire blankets available |
| <input type="checkbox"/> Equipment accessible | <input type="checkbox"/> Staff trained |

Procedures

- | | |
|--|---|
| <input type="checkbox"/> Evacuation plan current | <input type="checkbox"/> Assembly point known |
| <input type="checkbox"/> Drills completed | <input type="checkbox"/> Records maintained |



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