



Fire Safety Policy

Overview and Intent

Kinetic Sports Group is committed to ensuring that all children and adults are safe when on site or attending a service. We will take all reasonable measures to prevent the outbreak of fire and in the event of a fire occurring we will take all reasonable steps to ensure the safety of children and adults.

Legal Context

This policy takes in to account the following legislation and best practice guidance:

Early Years Foundation Stage Statutory Framework 2021

Health and Safety at Work Act 1974

Management of Health and Safety at work Regulations 1999

Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR) 2013

Fire Prevention

Kinetic Sports Group will take the following actions to reduce the risk of fires occurring:

- Power sockets will not be overloaded with adaptors
- No smoking is permitted on site
- Electrical equipment will be checked regularly and any faults or concerns will be reported to the person in charge
- Flammable materials will be stored safely
- Avoid any accumulation of waste, such as paper

Procedures

- Kinetic Sports Group ensure that all staff and volunteers understand how to evacuate to safety for their designated site, should an evacuation be needed
- Signing in and out of all children and adults is required, so that attendance details are accurate and up to date
- Evacuations will be practised for each site, liaising with partners (e.g. the school), as necessary
- When a practice evacuation has been completed the person in charge is responsible for gathering information and acting on this, relating to any difficulties or observations made

In the event of a fire

- The member of staff should raise the alarm immediately
- All children and staff should evacuate to the designated meeting area
- No attempt should be made to collect personal belongings
- A member of staff should take the register and ensure that all children and adults are accounted for
- The emergency services should be called at the earliest opportunity
- If safe to do so, the person in charge should check the premises and close all accessible doors and windows to prevent the spread of fire
- Where services are being offered on a site where there are external colleagues e.g. a school, Kinetic Sports Group will comply with the procedures in place
- Once evacuated, no attempt should be made to re-enter the building, unless advised that it is safe to do so by a Fire Safety Officer or Emergency Services
- If access to the premises cannot be gained, the children will be kept together and safe and parents/carers will be called to collect them
- Where necessary, the health and safety officer will report the incident to the Health and Safety Executive

Date	Summary of Changes	Other Comments
28 th February 2023	Policy Adopted	Revision due 27/2/2024

