

Fire Safety

Introduction

This school fire drill / evacuation policy has been formulated through whole staff consultation.

Rationale

- Enable the school to provide for the immediate needs of students, staff and visitors in the event of a fire.
- Have in place appropriate safety procedures that comply with the Safety, Health and Welfare at Work Act 2005.
- Ensure a safe school environment for all.

School Ethos

The school is committed to the care of the whole school community and the provision of a safe, secure environment for learning. This policy is in keeping with those ideals.

Aims/objectives

- To utilise outside agencies (local fire station, fire officer) for training and staff development, so as to enhance safety procedures.
- To develop a tried and trusted framework which will ensure the safety of all personnel in the event of a fire.

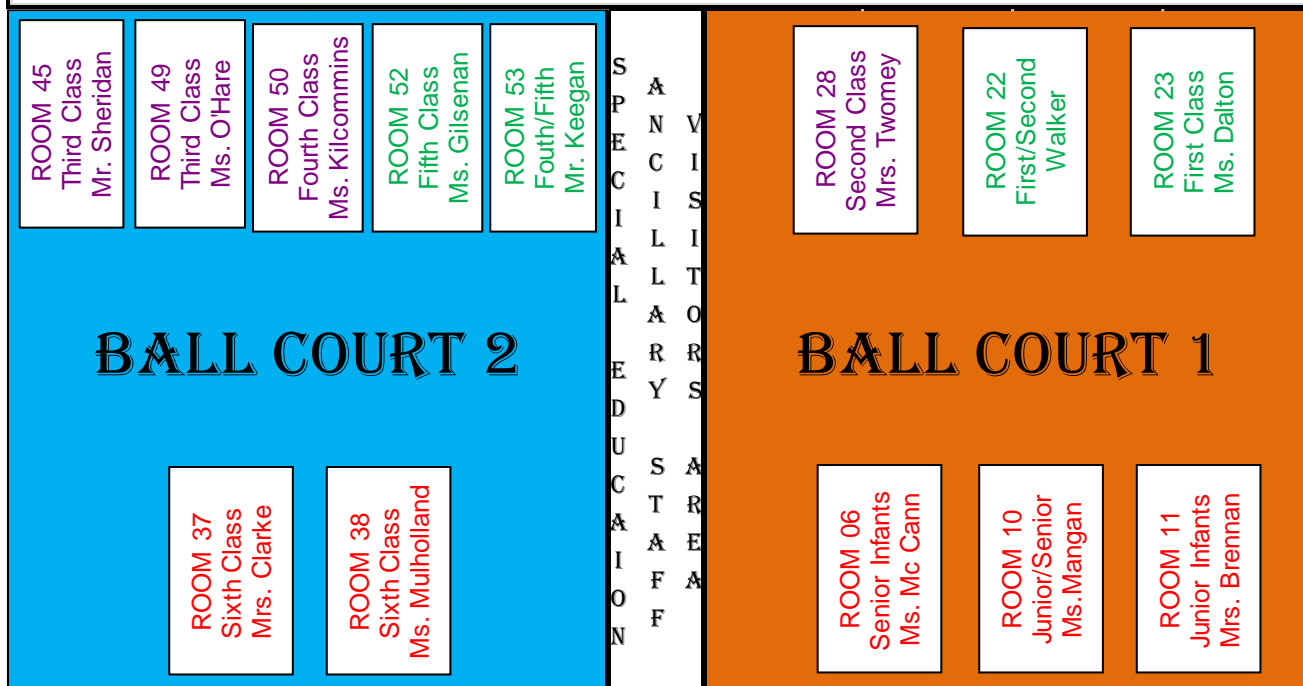
Internal procedures

A qualified person checks fire extinguishers, fire blankets and fire exits on a yearly basis.

Mr. James Herward, school caretaker, will use a fire checklist to ensure that all exits are clear and safe and all equipment is in working order e.g. fire extinguishers, fire blankets and alarms.

FIRE DRILL ASSEMBLY POINTS

2017/2018



- ROOM 45** Third Class - Mr. Sheridan
- DOOR 3**
- ROOM 49** Third Class - Ms. O'Hare
- DOOR 3**
- ROOM 50** Fourth Class - Ms. Kilcommins
- DOOR 3**
- ROOM 52** Fifth Class - Ms. Gilsenan
- DOOR 2**
- ROOM 53** Fourth/Fifth Class - Mr. Keegan
- DOOR 2**
- ROOM 37** Fifth/Sixth Class - Ms. Ashe
- DOOR 1**
- ROOM 38** Sixth Class - Ms. Mulholland
- DOOR 1**

- ROOM 11** Junior Infants - Mrs. Brennan
- DOOR 1**
- ROOM 10** Junior Infants - Ms. Mangan
- DOOR 1**
- ROOM 06** Senior Infants - Ms. Mc Cann
- DOOR 1**
- ROOM 23** First Class - Ms. Dalton
- DOOR 2**
- ROOM 22** First/Second Class - Ms. Walker
- DOOR 2**
- ROOM 28** Second Class - Mrs. Twomey
- DOOR 3**

In the event of a fire the following steps must be taken

- The Secretary will call the fire brigade in the event of an alarm.
- The children in all classrooms / special education rooms, will all stand up and exit the room in a calm and mannerly fashion.
- All teachers *must* check the classroom toilets before vacating the room, leaving the toilet doors open.
- *The classroom doors will remain closed, at all times.*
- S.N.A.'s help with evacuating with their own assigned pupils.
- The fire assembly area is in the yard; each class has an allocated station.
- Teachers will take the roll of their individual class, identifying each pupil in person.
- Children in Special Education rooms must go with their Special Education Teacher to their allocated station, which is centered between the two ball courts.
- The Special Education Teacher will return these children to their allocated class line once all lines have formed.
- Mr. John Brennan, Principal, will check with each teacher that all children in the class are present.
- Pupils will return to the school premises only when all the clear has been given by fire services.
- Fire drill will be conducted once per term.

Role and responsibilities

All teachers are responsible for the safety and well being of the pupils in their care.

The Principal has the *overall responsibility* for ensuring proper procedures are in place.

Evaluation

- Maintaining safety standards.
- Achieving a coordinated and orderly evacuation in the safest time possible
- Annual reviews

Review and Monitoring:

This policy has been made available to school personnel and the Parents' Association and is readily accessible to parents on request. A copy of this policy will be made available to the Department and the patron, if requested. This policy will be monitored and reviewed annually by the Board of Management.

Policy ratified by the Board of Management on

Tuesday 21st November, 2017.