



Fire Drill & Evacuation Policy

Introduction:

The fire drill/evacuation policy of Scoil Mhuire N.S., Schull has been produced following a collaborative consultation process by staff in response to changing circumstances in the school.

Aims:

This policy aims to;

- 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 which comply with the Health, Safety and Welfare at Work Act
- 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 and secure environment for learning. This policy is in keeping with those ideals.

Objectives:

- To utilize 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 school personnel in the event of a fire

Internal Procedures:

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

- Activation of fire alarm
- In all classroom/resource areas, children are to stand up, push their chairs under the tables and calmly walk in a single file to the door.
- All teachers must check the class toilets before vacating the room
- Two designated SNA's will assist the two infant classes in evacuating their classrooms.
- Each class is to assemble at the allocated fire assembly point. (See Appendix 1)
- Each teacher will take the roll book of their own individual class with them and call the roll on reaching the fire assembly point.

- Pupils can only return to the classroom once permission has been given to do so.
- The fire drill is to be carried out once a term.

Role and Responsibilities:

All teachers are responsible for the safety and well being of the pupils in their care. The Principal has overall responsibility for ensuring proper procedures are in place. Fire drill schedules are part of the post of responsibility within the in-school management structure of Scoil Mhuire N.S.

Evaluation:

- Positive feedback from all stakeholders
- Maintaining safety standards
- Achieving a coordinated and orderly evacuation in the shortest time possible
- Yearly reviews

Review Procedure

The policy will be reviewed regularly in the light of experience. It will be reviewed by the full staff and Board of Management every two years. Any staff member, board member, parent, guardian or student who is unhappy with the content or the implementation of any school policy may request a review at any time and such a request will be dealt with as quickly as possible. Next review of this policy will occur before or during the school year 2016/17.

Ratified January 14th 2015

Signed:

Mr Michael Collins

Chairperson B.O.M.

Implementation:

This policy has been in operation since January 2015

References:

- Fire safety in the home – National Safety Council
- Fire safety in the school – National Safety Council