

Fire Safety Policy

Mission Statement

West holds a deep-seated belief in education and lifelong learning. Effective collaboration, mutual support and professional challenge will underpin our quest to ensure that all the children and adults we serve are given every opportunity to fulfil their potential and succeed in life.

Person(s) responsible for updating the policy:	Director of Estates
Version updated by:	Mark Bullard
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Status:	Statutory

1. WeST recognises that fire precautions play an important part in Health and Safety for staff and students, as well as visitors to WeST workplaces. WeST is therefore committed to minimising the risk of fire to the lowest practicable level. In the event of a fire, WeST seeks to provide an effective response through rapid detection, containment and control.
 - 1.1.1. This will be achieved through staff training and awareness as it is recognised that everyone can contribute to the prevention of fire and through a responsible reaction, mitigate the spread of fire and ensure a safe evacuation. WeST will comply fully with the Regulatory Reform (Fire Safety) Order 2005.
 - 1.1.2. Where the responsibility as Duty Holder or Responsible Person lies with WeST, particular attention will be paid to:
 - 1.1.3. Fire Risk Assessment and the actions identified, undertaken by a Professional Fire Risk Assessor
 - 1.1.4. Maintaining an adequate means of escape for all persons in case of fire, which are kept free from obstruction, are available for safe and effective use at all time
 - 1.1.5. Notices and signage to be in place
 - 1.1.6. The provision of adequate means of giving warning of fire
 - 1.1.7. The provision of adequate equipment for fire fighting
 - 1.1.8. The provision of emergency lighting where required
 - 1.1.9. The provision of appropriate instruction on evacuation procedures to all pupils, staff, visitors and contractors
 - 1.1.10. Effective management procedures to respond to and deal with the aftermath of a fire
 - 1.1.11. Appropriate fire training to include, fire warden training, fire awareness and fire evacuation drills
 - 1.1.12. Where the Responsible Person sits outside of WeST, WeST will ensure that the necessary cooperation and coordination is undertaken to enable the Responsible Person to discharge their duties under the Order and support the effective implementation for the Fire Safety System.
 - 1.1.13. WeST Fire Safety Policy will be reviewed regularly. Revisions will be brought to the attention of all employees.

This policy will be communicated to all of our employees and made available to all visitors and the public, and on request to suppliers, subcontractors.