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Fire Safety

York Childcare understands the critical importance of fire safety and is committed to maintaining a safe environment for all children, staff, parents/carers and visitors. The setting ensures that clear fire safety procedures are in place, and that all individuals on the premises are aware of their responsibilities in the event of a fire.

Fire procedure notices are displayed next to every fire exit throughout the premises.

Fire Safety Procedures

- The Manager is responsible for ensuring a clearly defined emergency evacuation procedure is in place.
- All staff are trained and fully understand their roles in the event of a fire. They are aware of:
 - All fire exits and their locations
 - The designated fire assembly point
 - Where fire safety equipment is stored

Children are:

- Informed of fire safety procedures during their settling-in period
- Regularly reminded of fire exit locations and the fire assembly point

Fire doors and exits are:

- Clearly marked
- Never obstructed
- Easily opened from the inside
- Kept closed at all times when not in use

Fire extinguishers and alarm systems are tested regularly, following the manufacturer's guidance.

Fire Drills and Testing

The Manager is responsible for:

- Organizing fire drills and safety equipment tests
- Maintaining up-to-date records

Fire drills:

- Are conducted periodically with notice to staff
- Are held at least four times per year without prior warning
- All fire drills, incidents, and equipment checks are recorded in the Fire Drill Record Book.
- While certification from the Fire Service is no longer a requirement, the Manager must conduct a Fire Safety Risk Assessment and maintain a Fire Management Plan.

Fire Prevention Measures

The setting takes all practical steps to prevent fires. The Manager and staff are responsible for:

- Avoiding overloading power sockets or using unsafe adaptors
- Ensuring the setting's No Smoking Policy is strictly observed
- Checking for frayed or trailing wires
- Safely replacing fuses when necessary
- Unplugging all electrical equipment at the end of each session
- Storing flammable materials safely and securely

Fire safety procedures are explained to all new staff, students, and volunteers as part of their induction.

In the Event of a Fire

In the event of a fire:

- A staff member will immediately raise the alarm and call emergency services (999) as early as possible.
- All children will be escorted immediately to the designated assembly point using the nearest safe exit.
- No personal belongings will be collected, and no one may re-enter the building once evacuated.
- The Manager will:
 - Check the entire premises if safe to do so
 - Collect the register if possible without risk
 - Close all accessible doors and windows to help contain the fire



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- The register will be taken at the assembly point to account for all children and staff. If anyone is missing, the emergency services will be notified immediately.
- If the Manager is absent the Deputy Manager will assume the role or appoint a suitable replacement staff member.

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Name and date of authoriser: Debbie Adair 6 May 2026

Review month: May 2027

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Company Registration No. 2476480 | Registered Charity No. 1008566

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York Childcare family