

JACK AND JILL'S PRESCHOOL

Incase of a fire or need to Evacuate:

Fire Officer - Nicola Baker

Fire Drill:

Hall: All to leave via Fire Exit Door at the end of the hall (Church side).

Toilets: Leave from the front doors if in the toilets and fire is in the kitchen.

Garden: When in the garden; go through the gate (Church side) to emergency point.

Manager or Deputy to check building is empty.

What to take: Register, phone, first aid box and medicine box
- where asthma pumps and children's medication is stored during the session.



Emergency Location point: Front steps of Church (Staff to watch children closely at all times.

Children to hold hands and hold the hands of adults if available. Adults to use their initiative, holding younger children's hands and those more likely to wander off. 10 child Lead used if helpful and necessary.

Record in file **CALL FIRE BRIGADE : 999 (Manager or Deputy to call)**

Incase of a real fire, or need to evacuate - parents to be contacted by Manager and Deputy Manager)

Address: St Peter's Church Hall, Bexleyheath, Kent DA7 4RS

KITCHEN - How to use the fire blanket:

A fire blanket is sited in the kitchen to extinguish pan fires or clothing fires etc. Those using the kitchen for cooking **MUST** read the instructions on the fire blanket container, in particular:

- Pull the tapes to release the blanket
- Wrap the blanket around the hands before attempting to place it over the pan to ensure the hands are not burnt
- Leave the blanket in place until the pan cools below the ignition point of the contents
- Turn off the gas