



Get Active Sports

Engaging, Motivating, Empowering

Fire Safety Plan

This document is in place to ensure the safety of children and staff.

- Keep a visual record of how many children are in each activity. Each staff member must headcount the children prior to an activity and when arriving at the activity.
- Ensure the all children and staff are aware of the fire alarm signal.
- Ensure all are aware of the fire assembly point along with the nearest fire exit for their activity area.
- If the fire alarm is sounded staff must ensure children walk to the nearest fire exit the adult must headcount the children as they leave the exit and ensure they have the correct amount. A sweep of the area and toilets must also be made.
- Children to proceed to the fire assembly point and the supervisor to take a register whilst a support staff member should make a head count. If this does not tally up the supervisor must identify these children immediately and what activity they were taking part in.
- Once the site is deemed safe to return to each activity must have another headcount and register taken.

