



<b>Policy No:</b> SJD/ORG/19	<b>Authorised by:</b> Davina Powell	<b>Review Date:</b> 2 <sup>nd</sup> November 2023
<b>Policy Date:</b> 12th April 2021		<b>Date of Next Review:</b> 1 <sup>st</sup> November 2024
<b>FIRE POLICY AND PROCEDURE</b>		

#### **Fire Precautions and Emergency Fire**

This policy and procedure are based on the requirements of the Children's Homes Regulations (2015) and the Quality Standards accompanying the Regulations.

#### **Policy**

SJD Homes recognises its responsibility to keep young people and staff as safe as is possible from the threat of fire and takes into consideration the following:

- The carpets and furnishings are made from fire resistant materials.
- The smoke alarm system is tested weekly by staff.
- Any faults with the smoke alarm system are dealt with immediately.
- Fire extinguishers are checked weekly and promptly refilled when activated.
- All staff and young people are made aware of the fire procedure.
- An evacuation is carried out at least once a month.
- In the event of a fire, the Fire Brigade is called immediately, and all staff and young people move to the assembly point.
- Procedures in event of a fire should be reinforced at Young people's meetings.

#### **Good Practice**

Particular attention must be given to the following points:

##### **1. Smoking**

Smoking is not allowed in Children's Residential Homes or in any of our semi-independent homes.

##### **2. Electrical Equipment**

Seventy-five percent of all fires in domestic situations are associated with electricity. The chief causes are overloading (i.e., too many adapters), misuse of fuses, frayed wires, trailing wires and plugs, failure to pull out TV plugs at night and leaving on equipment such as irons.

##### **3. Heaters**

These must be fitted with adequate guards. Clothing, curtains, and other inflammable material must not be placed near or over them. If portable heaters have to be supplied, care must be exercised in locating them to ensure that they are stable, not placed where they are likely to be knocked over or where they are in danger of flaring up because of draughts.

#### **4. Cooking**

Staff and residents, particularly as young people are encouraged to cook, must be aware of risks particularly of fat fires. Equipment must be turned off after use.

#### **5. Walkways**

Corridors, stairways, fire exits and escapes must be kept unencumbered by stores, equipment, furniture, and waste material at all times.

#### **6. Storerooms**

Storerooms and storage space must be kept tidy with a clear circulation area. Only reasonable quantities of consumable materials should be held, and packaging should be disposed of when empty.

#### **Fire Precautions General Tidiness**

This is an aid to fire prevention. Accumulated rubbish is dangerous, as it is particularly prone to catching fire, it acts as fuel and can be a hazard to people escaping.

#### **Night Patrols**

Part of night waking duties is that checks of all parts of the home should be carried out at regular intervals. All common rooms and areas should be inspected after the residents or staff have vacated them last thing at night.

#### **Fire Brigade is called immediately**

Staff must try to escort all residents from the building and assemble the young people at a safe point outside the building.

Staff should try to close all doors through which they pass.

The senior member of staff must ensure that current unit status is reported to the Fire Brigade upon their arrival.

