



South Gosforth First School

'Roots to grow and wings to fly'

Fire Safety Policy – COVID-19 Addendum

We are aware that some staff and children may be working in areas of school that they are not familiar with, therefore our policy relating to fire safety needs to be reflective of this and pupils must be told exactly what to do in the event of a fire. As groups come together on return to school, group leaders will talk to the children about fire safety and what happens when we hear the fire alarm.

Immediate Actions:

All staff will familiarise themselves with the nearest fire exits to their respective locations (out of their 'bubble group' classroom doors which lead directly on to the playground).

Pupils must line up in their bubble group classrooms (1m apart if possible) then go out of their classroom doors which lead on to the playground and line up at the new fire assembly point which is now located at the furthest end of the school field.

On hearing the fire alarm in school:

- Each group of children will be led by their group leader to the nearest fire exit.
- **The most important factor is that the school is evacuated safely and quickly.** Where possible children will leave an appropriate gap.
- On arriving on the school field, children in the groups will form a straight line leaving a sensible space between each other.
- The group leader will take their 'red register' and report to the HT.
- Once the safety of everyone has been ascertained, staff will ensure that there are appropriate spaces between the children and that each group is lined up 2 metres apart.
- On return to the building, hand sanitising must take place.

Fire Marshalls:

- Liz Dixon – Front entrance, staff room, Reception classrooms and Year 1 classrooms (plus toilets)
- Rob Adams – Dining hall, main hall, Year 4, Year 3 and Year 2 Classrooms (plus toilets)