

 Plenty Valley <small>CHRISTIAN COLLEGE</small> <small>In Christ: Wisdom & Knowledge</small>		<h2>OHS - Fire Safety Policy</h2>	
Document Classification:		Policy	
Version:	1.3	Date:	7 September 2017

College commitment

Plenty Valley Christian College is committed to protecting staff, students and others at the school from the risk of injury as a result of fire. This commitment will be achieved through:

- fire prevention and control strategies
- in the unlikely event that a fire occurs, implementing effective containment and/or emergency procedures
- where necessary, evacuation procedures are implemented quickly and safely.

Management priorities

The College will ensure that:

- all feasible fire emergency scenarios are identified for both proposed and existing facilities
- emergency exits in the event of fire are provided in accordance with legal requirements and kept free of obstruction
- the risk associated with fire hazards is assessed, in consultation with staff and with assistance from external experts (if necessary), for every college activity and area
- in consultation with staff, suitable control measures to prevent fires, and back up controls to minimise the consequences of any fire that might still occur, are devised and implemented
- a fire emergency contingency plan is maintained as part of the college's emergency response plan
- all key personnel are adequately trained in their required roles under the emergency response plan, with competence evaluated through regular fire drills
- firefighting equipment (eg fire extinguishers, fire blankets, breathing apparatus) is provided
- fire prevention and protection measures are audited regularly
- all incidents involving fire are investigated and recorded, and any recommendations to improve fire safety are implemented.

Management Priorities

The principal is responsible for ensuring that:

- the objectives of this policy are integrated into work practices
- staff are consulted about the development and implementation of fire safety procedures
- effective action is taken to ensure the health and safety of anybody who may be involved in, or affected by, a fire emergency.

Staff commitment

Staff are responsible for:

- carrying out their duties with fire safety in mind
- adequately supervising student activity which involves a reasonably foreseeable risk of fire
- cooperating with measures introduced in the interests of fire prevention and containment
- where fire has been noticed, raising a fire alarm and, where it is safe and within their competence to do so, using firefighting equipment
- taking prompt action to secure or isolate any hazardous situation which may lead to fire
- Immediately reporting any potential or actual fire hazard.
- Not blocking Fire Services access

DOCUMENT HISTORY & VERSION CONTROL RECORD

Name of Document: OHS - Fire Safety Policy
Responsible Person: Chairperson OHS Committee
Approved by: OHS Committee
Assigned review period: Quadrennial
Date of next review: September 2021
Category: Community

Version Number	Version Date	Responsible Person Name	Amendment Details
0.1	03/04/2008	B Simmonds	Draft
1.0	07/05/2009	B Simmonds	Finalised
1.1	17/10/2013	D Peck	Reviewed minor changes Approval changed to OHS committee OHS Committee Minutes 20 June 2013
1.2	04/09/2014	Chairperson OHS Committee	Change to assigned review period from Biennial to Quadrennial OHS Committee Minutes 7 August 2014
1.3	07/09/2017	Chairperson OHS Committee	Review – Minor changes and additions

Approved By:

Date:



11/10/2017

Chairperson – OHS Committee