

OHS - FIRE SAFETY POLICY



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1. 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:

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

2. MANAGEMENT PRIORITIES

The College will ensure that:

- 2.1 all feasible fire emergency scenarios are identified for both proposed and existing facilities
- 2.2 emergency exits in the event of fire are provided in accordance with legal requirements and kept free of obstruction
- 2.3 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
- 2.4 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
- 2.5 a fire emergency contingency plan is maintained as part of the college's emergency response plan
- 2.6 all key personnel are adequately trained in their required roles under the emergency response plan, with competence evaluated through regular fire drills
- 2.7 firefighting equipment (eg fire extinguishers, fire blankets, breathing apparatus) is provided
- 2.8 fire prevention and protection measures are audited regularly
- 2.9 all incidents involving fire are investigated and recorded, and any recommendations to improve fire safety are implemented.

3. MANAGEMENT PRIORITIES

The principal is responsible for ensuring that:

- 3.1 the objectives of this policy are integrated into work practices
- 3.2 staff are consulted about the development and implementation of fire safety procedures
- 3.3 effective action is taken to ensure the health and safety of anybody who may be involved in, or affected by, a fire emergency.
- 3.4 staff commitment
- 3.5 staff are responsible for:
- 3.6 carrying out their duties with fire safety in mind
- 3.7 adequately supervising student activity which involves a reasonably foreseeable risk of fire
- 3.8 cooperating with measures introduced in the interests of fire prevention and containment
- 3.9 where fire has been noticed, raising a fire alarm and, where it is safe and within their competence to do so, using firefighting equipment
- 3.10 taking prompt action to secure or isolate any hazardous situation which may lead to fire
- 3.11 immediately reporting any potential or actual fire hazard
- 3.12 not blocking fire services access.

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DOCUMENT HISTORY AND VERSION CONTROL RECORD

Name of document: OHS – Fire Safety Policy

Responsible officer: Chairperson OHS Committee

Approved by: OHS Committee

Assigned review period: Quadrennial

Date of next review: September 2021

Category: Community

Version number	Version date	Responsible officer	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 Approved changed to OHS committee OHS Committee minutes 20 June 2013
1.2	04/09/2014	Chairperson	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
1.4	29/09/2020	A de Haan	Updated to align with new Style Guide

Approved by:



John Metcalfe
Principal

29/09/2020
Date