

**The Teddy Bears Inn Day Nursery**

Title: Risk Assessment

Fire

**Policies & Working Procedures**

Revision F 11/1016

<b>ACTIVITY</b>	<b>HAZARD</b>	<b>PERSONS EXPOSED</b>	<b>SEVERITY</b> 3 – major 2 – serious 1 – minor	<b>LIKELIHOOD</b> 3 – highly likely 2 – likely 1 – unlikely	<b>RISK</b> 9 - Greatest  1 – Lowest
General Use of Nursery	Depending on severity of Fire – Small Burns to Death	All Staff, Children & Visitors	1	1	1
Cooking	Flammable liquids – Scalds, Burns	Kitchen Staff	1	1	1

<b>HAZARDS</b>	<b>EXISTING PRECAUTIONS</b>	<b>ADDITIONAL PRECAUTIONS NECESSARY</b>	<b>ACTION BY WHOM</b>	<b>ACTION BY WHEN</b>
Outbreak of fire from general use of Nursery	Naked lights forbidden, there is not a need for this type of application. Smoking prohibited. Fully Automatic Fire Detection System. Not tested weekly though. Water Fire Extinguishers sited around the building. Fire Drills to be quarterly tested – not routine. Emergency escape routes to be kept clear at all times. Daily registers, emergency phone numbers, in & out books and visitors books taken of all personnel.	Ensure at least one of the management test the Fire System weekly and record it. Carry out evacuation procedure and record it. Visually check escape routes.  Fire Equipment to be maintained annually by sub contract company. Check all emergency phone numbers are up to date.	B Williams M Williams D Bailey B Williams	Weekly  Quarterly
Burns and Scalds from cooking	Aprons and hair to be raised used whilst preparing food. Mainly oven cooked food used only. Cook fully hygiene trained. Kitchen Staff trained in the use of the Fire Blanket and extinguishers	Refresher training to all staff annually in the use of fire fighting equipment and the Nurseries procedure in the event of a fire.	B Williams	17/06/10
Burns from Lighting Fire Works	General precautions taken on the lighting of fire works. Manufacturer's recommendations followed. Children and remaining staff remain indoors and view from the patio door.	Don't have fireworks	B Williams	01/11/09

Revision D: Reviewed & Updated 15/07/09

Revision C: Reviewed & Updated 17/06/07

Revision B: Reviewed & Updated 14/08/04

Revision A: First Issue 14/04/02

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Principal: Michelle Williams

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Prepared by: **B Williams**

Signed: .....

Date: **11/02/2016**

Date: .....

Review Date: **11/10/2017**

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