

EMERGENCY PROCEDURES

WRITTEN BY RACHAEL DUNPHY | DATE: 16/09/2023

I am committed to keeping children safe and ensuring they know what to do in an emergency situation.

Early Years and Foundation Stage (EYFS) and the Childcare Register Requirements: *Emergency and Fire procedures - Providers must take reasonable steps to ensure the safety of children, staff and others on the premises in the case of fire or any other emergency, and must have an emergency evacuation procedure. Providers must have appropriate fire detection and control equipment (for example, fire alarms, smoke detectors, fire blankets and/or fire extinguishers), which are in working order. Fire exits must be clearly identifiable, and fire doors must be free of obstruction and easily opened from the inside.*

I carry out regular fire practices with the children - see Emergency and Fire Record. All emergency exits are risk assessed, kept clear from clutter and are safe for all children including disabled children/adults to exit in an emergency. Keys to outside doors are kept in safe places and are accessible to adults. To protect the children and comply with the EYFS and Childcare Registers, a fire blanket is available in the kitchen. I also have a carbon monoxide detector and two smoke detectors.

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1. To exit safely with all people on the premises and wait in a safe place (at the end of the drive, if possible).
If I am required to leave the premises due to, for example, a bomb threat or gas leak, I will take refuge with neighbours and contact parents as quickly as is practical.
2. To ring 999 and request the attendance of the emergency services, if required.
3. To follow advice from the emergency services in the event of being caught up in a terrorist or other attack.
4. To make every effort to contact parents or children's emergency contacts (see Child Record Form) and ask them to collect.
5. To write up the incident and ask parents to sign to state they are aware of what happened and the action that was taken to protect their children.
6. To inform Ofsted - 0300 123 4666 or email enquiries@ofsted.gov.uk and my insurance company that a serious incident has occurred and follow their advice.

Note: *I ask parents to regularly update emergency contact information for their children.*

If you have any questions about my policy/procedures or would like to make any comments, please ask.

SIGNED

DATED
