



# Fire Drill



1. Blow the whistle and call children to come and stand with you.
2. One member of staff to check the toilet area.  
(\*Fire alarm to be activated and fire brigade called)
3. Lead children calmly and quickly outside (this will be the main entrance for fire drill purposes)  
Outside staff to lead children to assembly point via gate to playing field.

## **Assembly Point: Bottom corner of playground**

4. Call register to check that all children, staff & visitors are present and out of the building.
5. No-one will return to the building until it has been declared safe by relevant authorities.

**Fire drill to be practised & recorded each half term on different days to ensure staff and children become familiar with the procedure.**

\* Only if it was a real fire situation