**Emergency Procedures**

Written by: Alice Mcpherson Date: 16.09.2021

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

**EYFS requirement 3.55 -** *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 is 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 a fire blanket is available in the kitchen. I also have a carbon monoxide detector and smoke detectors on all floors.

**Emergency procedures**

1. To exit safely with all people on the premises and wait in a safe place.
2. To ring 999 and request the attendance of the Fire Brigade and ambulance service if required.
3. To follow advice from 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 **Emergency Contact Information** form) and ask them to collect their child as quickly as possible.

**Note**: parents are asked to keep emergency contact information updated regularly.

1. To write an **Incident Report** and ask parents to sign to state they are aware of what happened and the action that was taken to protect their child/ren.
2. To inform Ofsted and my Insurance Company that a serious incident has occurred and follow their advice.

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

Signed: Review date:

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