**FIRE PROCEDURE**

**FOR ALL**

**PARENTS/GUARDIANS AND VISITORS**

* If you should hear a whistle being blown in short sharp continuous blasts this is the fire alarm.
* Please walk to the nearest fire exit and assemble at the fire assembly point located at the top of the outdoor play area designated by a green fire assembly point sig.
* Please wait for clearance from the Fire Officer (from the nursery or fire brigade) before returning to the nursery.
* Before you leave the premises, please ensure the nursery fire officer has signed you out if you are a visitor.
* If you are a parent/guardian, please **DO NOT** take your child and leave the premises.
* Once the register has been taken and there has been clearance from the Fire Office (from the nursery or fire brigade) you may proceed back into the nursery. Here you will receive feedback and your child’s key person will be able to sign your child out on the register at which point you can leave.

Reviewed 01/08/2024 Next review July 2025