AYR UNITED FOOTBALL ACADEMY

POLICY **Fire Safety**
FOR **VOLUNTEERS AND STAFF**
VERSION **1.1**

Created	January 2013
Passed by Board of Management	June 2013
Next review date	**March 2017**

1. Purpose

1.1 To ensure that all persons are protected from harm caused by fire on Academy premises, on adjoining premises, and in premises used by Academy staff.

2. References

2.1 Health and Safety at Work etc. Act 1974

2.2 Fire (Scotland) Act 2005

2.3 Fire Safety (Scotland) Regulations 2006

2.4 Practical Fire Safety Guidance for Educational & Day Care for Children Premises.

4. Fire Risk Assessment

4.1 An assessment of the fire risks will be carried out for each Academy premise, as required by the Fire Safety (Scotland) Regulations 2006. The findings of the assessments will be documented and filed in the relevant file by the Managing Director.

4.2 The assessments will identify possible ignition sources, combustible materials (such as piles of paper, storage of flammable materials etc.), working practices which give rise to fire risk (such as electric heaters being left on overnight), suitability of escape routes and fire detection / control system, personnel who may be affected by fire and training needs of staff.

4.3 Where necessary, the existing Fire Safety Policy and Procedures will be amended to reflect any improvements deemed necessary by the risk assessments.

4.4 The assessment will be reviewed in the event of any significant change to operating practices, plant or equipment, materials used etc. and, in any case, on a regular basis.