

Rawdah Montessori School

Arson Prevention Policy

Version: 1.1

Reviewed: October 2025

Next Review Due: October 2026

Policy Statement

Rawdah Montessori School recognises its moral and legal duty to protect pupils, staff, visitors, and property from the devastating risks associated with fire and deliberate acts of arson. The school is committed to maintaining a secure and vigilant environment by minimising opportunities for arson through robust site management and proactive security control. This policy should be read in conjunction with the school's **Fire Safety Policy**, **Emergency Evacuation Procedure**, and **Child Protection Policy**.

Aims and Scope

The aim of this policy is to prevent arson by reducing opportunities for deliberate fire setting through effective site management, security control, and staff vigilance. The policy applies to all staff, contractors, visitors, parents, and pupils on the school premises.

Legal Framework

- The Regulatory Reform (Fire Safety) Order 2005
- Health and Safety at Work etc. Act 1974
- Management of Health and Safety at Work Regulations 1999
- DfE Guidance on Health and Safety for Schools (2023)
- Keeping Children Safe in Education (2025)

Roles and Responsibilities

- **Headteacher:** Has overall responsibility for ensuring arson prevention measures are in place and effective. Ensures staff receive appropriate fire safety training and that this policy is implemented across the school.
- **Designated Fire Warden:** Oversees site fire safety, conducts regular security checks of combustible storage areas, and maintains records of fire safety inspections.
- **Deputy Fire Warden:** Supports the Fire Warden in maintaining records and ensures all fire exits and detection equipment are checked as per the schedule.
- **All Staff:** Must remain vigilant, report security concerns or suspicious behaviour immediately, and ensure classrooms and external doors are secure at the end of the day.
- **Site Manager / Caretaker:** Responsible for the daily removal of waste, securing of bins, and monitoring of perimeter security, reporting any defects (e.g., broken fencing, faulty lighting) to the Headteacher.

Arson Prevention Measures

- **Perimeter Security:** Regular checks of gates, fences, and boundaries to ensure unauthorised persons cannot access the site. Any defects will be repaired immediately.
- **Lighting:** External lighting will be maintained around all entrances, car parks, and bin storage areas to deter intruders and improve natural surveillance.
- **Refuse and Combustible Materials:** Waste will be removed from buildings daily. Bins and skips will be stored in a designated area, secured, and locked overnight, positioned away from the building fabric where possible.
- **Storage of Flammable Materials:** Cleaning fluids, paints, and other combustible substances are stored securely in locked, fire-resistant cupboards or designated storage areas.
- **Building Checks:** End-of-day classroom and building inspections will be conducted to ensure windows and doors are locked, and no combustible materials are left accessible near ignition sources.

Access Control

All visitors must sign in at the main entrance and wear visible identification at all times. Access to classrooms and sensitive areas is restricted to authorised personnel only.

- **Contractors:** Contractors and maintenance personnel must sign in and out. Those undertaking "hot works" (e.g., welding, roofing with torches) must have a specific Hot Works Permit and a fire extinguisher readily available. They will be supervised or monitored by the site manager.
- **Out of Hours:** After-school hours access is strictly controlled via a key holder log and monitored by the alarm system.

Fire Detection and Response

The school is equipped with fire detection and alarm systems maintained in line with the Fire Safety Policy. All staff must familiarise themselves with the fire evacuation routes and follow the procedures outlined in the Fire Safety Policy and Emergency Evacuation Procedure.

Staff Awareness and Training

All staff will receive induction and annual refresher training on fire prevention, security awareness, and the importance of reporting suspicious behaviour. The Designated Fire Warden will ensure termly reviews and communicate any updates to staff.

Safeguarding and Behaviour

The school recognises that fire-setting behaviour by a pupil is often a sign of distress. Any incidents involving pupils will be managed with compassion in line with the school's Behaviour and Child Protection policies, ensuring the child receives appropriate support.

Incident Response and Reporting

If arson is suspected, the Fire Warden or Headteacher must be informed immediately. The area should not be disturbed. The Headteacher will contact emergency services and preserve the scene for investigation.

- **Recording:** All incidents, including near-misses and attempted breaches of security, will be documented. Findings will be used to improve fire safety and prevention measures and may be shared with local police or the local authority to prevent recurrence.

Monitoring and Review

This policy will be reviewed annually by the Headteacher and Fire Warden, or sooner following an incident, significant change to the premises, or updated statutory guidance. Recommendations from fire safety inspections or audits will be implemented promptly.

Review of Policy Dates

REVIEW DATE	REVIEWED BY	SIGNED OFF (Name & Role)
October 2025	Governing Body	Chair: Sohaib Tanvir
Next Review Due:		
October 2026	Governing Body	Chair:
	Headteacher	Headteacher: