title:Northstowe Karate Club Fire Safety Policy

Policy

1. Introduction

This Fire Safety Policy outlines the responsibilities and procedures for fire prevention, emergency response, and fire risk assessment at **Northstowe Karate Club**. The policy ensures compliance with UK fire safety legislation, including the **Regulatory Reform (Fire Safety) Order 2005**.

2. Responsibilities

Instructors and Staff:

- Be familiar with the club's fire safety procedures.
- Assist in evacuating students and visitors in the event of a fire.
- Ensure that fire exits and escape routes are not obstructed.
- Report any fire hazards or malfunctioning fire safety equipment.

Students and Visitors:

- Follow all fire safety instructions given by instructors or staff.
- Do not tamper with fire safety equipment.
- Exit the premises immediately in the event of a fire alarm.

3. Fire Prevention Measures

General Fire Safety Precautions:

- Keep fire exits and escape routes clear at all times.
- Store flammable materials safely and away from heat sources.

4. Fire Evacuation Procedures

In the event of a fire, the following evacuation procedure must be followed:

1. Raise the alarm by activating the nearest fire alarm call point.
2. Evacuate the building immediately using the designated escape routes.
3. Do not stop to collect personal belongings.
4. Assist any individuals who require help evacuating.
5. Proceed to the designated fire assembly point: **The Green**.
6. Instructors or designated staff must conduct a roll call to account for all students and visitors.
7. Call emergency services on **999** and provide details of the fire.
8. Do not re-enter the building until it is declared safe by the Fire Service.

5. Emergency Contact Information

In case of fire, contact emergency services immediately on **999**.

Designated Fire Safety Officer: **Simon Apen-Sadler**

Emergency Assembly Point: **The Green**

6. Policy Review

This Fire Safety Policy will be reviewed annually or sooner if significant changes occur within the club or venue.