



Parish Dental Practice Policy: Fire Safety

Policy Statement:

Parish Dental Practice is committed to maintaining a safe environment for patients, staff, and visitors by adhering to strict fire safety standards. This policy establishes guidelines and procedures for fire prevention, preparedness, and response to ensure the safety of everyone in the practice.

Objective:

To minimize the risk of fire within the practice and to establish clear protocols for responding effectively in the event of a fire, ensuring the safety of all individuals on the premises.

Scope:

This policy applies to all areas of Parish Dental Practice and is relevant to all staff, patients, and visitors.

Detailed Procedures:

1. Fire Risk Assessment:

- Conduct regular fire risk assessments to identify potential fire hazards and implement necessary preventive measures.
- Review and update the risk assessment regularly, especially after significant changes in the practice or following incidents.

2. Fire Prevention Measures:

- Maintain electrical safety and ensure proper storage and handling of flammable materials.
- Implement good housekeeping practices to reduce the accumulation of combustible waste.

3. Fire Detection and Alarm Systems:

- Ensure that fire detection and alarm systems are installed, regularly tested, and maintained.
- Train staff on the importance of immediate response to fire alarms.

4. Firefighting Equipment:

- Provide appropriate fire extinguishers and other firefighting equipment, ensuring they are easily accessible and regularly maintained.
- Conduct training on the correct use of fire extinguishers and the types of fires they are suited for.





5. Emergency Evacuation Procedures:

- Develop clear evacuation procedures and ensure they are displayed and communicated to all staff and patients.
- Assign and train fire wardens to assist with evacuation and headcounts at assembly points.

6. Training and Drills:

- Provide regular fire safety training for all staff, including the use of fire equipment, evacuation procedures, and actions to take in case of fire.
- Conduct fire drills at least annually to ensure staff are familiar with evacuation procedures.

7. Emergency Lighting and Signage:

- Maintain emergency lighting and ensure fire exit signs are clearly visible and illuminated.

8. Record Keeping and Documentation:

- Keep records of all fire safety activities, including risk assessments, equipment maintenance, training sessions, and fire drills.

9. Collaboration with Fire Services:

- Liaise with local fire services for advice and to ensure that the practice's fire safety measures are in line with current regulations and best practices.

10. Review and Continuous Improvement:

- Regularly review and update the fire safety policy and procedures to incorporate new information, feedback from drills, and changes in regulations.

Enhanced Responsibility and Compliance:

- **Practice Manager:** Oversees the implementation of the fire safety policy and ensures compliance with legal requirements.
- **Fire Safety Officer/Wardens:** Responsible for coordinating fire safety activities, including drills and staff training.
- **All Staff Members:** Expected to participate in fire safety training and drills, understand evacuation procedures, and contribute to a fire-safe environment.

This policy is designed to ensure that Parish Dental Practice proactively manages fire risks and is prepared to respond effectively in the event of a fire. Regular training, equipment checks, and adherence to fire safety protocols are key to maintaining a safe environment for everyone in the practice.

Policy written by **Dr Pavan Amar Singh Bhogal GDC: 273704**

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Updated Yearly

