

Nutfield Church (C of E) Primary School



Record of Fire Drills and Instruction

Date and Time of Drill	Persons attending, time taken to evacuate and other considerations	Signed
Thursday 12 th October 2023 at 9:00am	Unplanned fire drill. Alarm sounded at 9:00am. DWC checked the fire alarm panel to seek the source of the fire/activation. The panel showed the Year 5 classroom detector as the source. On route to Year 5 DWC carried out his usual checks of the KS2 area to ensure everyone had left the building. Upon arrival at the Year 5 classroom there was no obvious reason for the alarm to have been activated and no smell of smoke. However, the room did smell of deodorant/perfume. FK silenced the alarm and reset the system before heading out to the playground to inform AJB it was safe to return. All at fire assembly point lined up, children quiet. All year groups were in the correct positions. All classes had their new emergency grab bags and took the register using the register from within their grab bag. The Office Manager took KS1 medicines with her, as per the updated protocols, along with the Office grab bag. AJB thanked everyone for evacuating in a calm manner and reminded the children of the importance of remaining quiet. Staff, students and visitors returned to the building at 9:06am. <u>Actions:</u> None	Imogen Woods