

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
Tuesday 3 rd July 2024 at 15:15pm	Unplanned fire drill. Alarm sounded at 15:15pm. DWC checked the fire alarm panel to seek the source of the fire/activation. The panel showed the Year 3 classroom detector as the source. On route to Year 3 DWC carried out his usual checks of the KS2 area to ensure everyone had left the building. Upon arrival at the Year 3 classroom there was no obvious reason for the alarm to have been activated and no smell of smoke. As it was the end of the day IW, all children and teachers, with the exception of Year 3 and Ark, were in the lower playground. Year 3 and Ark were lined up on the field and took the register. All children and staff were accounted for. FK silenced the alarm and reset the system. The Office Manager took KS1 medicines with her along with the Office grab bag. DWC announced that it was okay to go back into the building and for Year 3 to be dismissed. Staff, students and visitors returned to the building at 15:22pm.	Imogen Woods