

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 21 st November 2024 at 10:06	Unplanned fire drill. Alarm sounded at 08:10 Teaching and support staff plus Ark children were on premise at the time of the alarm. FK was on his morning break and was at home at the time of the alarm All staff, children and visitors were immediately evacuated from the building. All at fire assembly point lined up, children quiet. SF Carried out checks of the building to ensure everyone had left the building. Ark staff had their emergency grab bag and took the register using the register from within their grab bag All staff and children were present and correct FK checked the fire alarm panel to seek the source of the fire/activation. The panel showed the Boiler Room detector as the source. The Boiler Room Detector had been triggered by steam from the faulty boiler which was in the process of being attended by a Gas Safe Engineer FK went out to the playground and informed IW of the reason for the alarm. IW gave authorisation to FK to silence the alarm and reset the system. Staff, students and visitors returned to the building at 08:20	Imogen Woods

