

**Cardiff Academy**  
**Fire Safety Policy Statement**

**1. Policy Aims**

- 1.1 Cardiff Academy will take all steps necessary to minimise the risk of injury/ damage due to fire in the case of all employees, students and visitors to The Academy.
- 1.2 The Academy will adhere to the requirements of **The Regulatory Reform (Fire Safety) Order 2005** [commencing 1<sup>st</sup> October 2006] and all other relevant fire safety regulations and codes of practice.

**2. General Principles**

- 2.1 To establish, maintain and regularly review fire safety plans and fire risks.
- 2.2 To provide adequate and competent supervision of all activities involving fire risk.
- 2.3 To establish and maintain systems for consulting and informing staff and students regarding fire safety issues.
- 2.4 To maintain accurate records regarding all fire safety issues.

**3. Management of Fire Safety**

- .1 The Competent Person responsible for **Fire Risk Assessment** at Cardiff Academy is Dr. S. R. Wilson.
- .2 The Directors are responsible for preparing/reviewing fire emergency plans and communicating these to staff and students at Cardiff Academy.
- .3 The Directors are responsible for ensuring all fire-fighting equipment and fire detection systems at Cardiff Academy are adequate, regularly tested and maintained.
- .4 The Directors are responsible for ensuring all Cardiff Academy employees are adequately trained in fire safety procedures and in the use of fire fighting equipment.