



Emergency Evacuation Policy and Procedures

Policy Statement

In the event of a fire, flooding, or other emergencies, an evacuation may be necessary. To ensure the children are prepared, we will regularly discuss and practise the evacuation procedure together. These drills will be conducted on various days of the week to ensure all children comprehend the process. Additionally, children will learn about the function of smoke alarms, listen to their sound (with prior warning), and be taught age-appropriate fire safety practices.

Procedures (How I Will Put the Statement into Practice)

In order to keep the children and myself safe, I have developed the following procedure to evacuate my home in the event of an emergency:

1. Sound the alarm.
2. Evacuate the children using the safest and nearest exit available. Babies and toddlers will be carried safely. We will all walk calmly to avoid any accidents.
3. Take a mobile phone with emergency contact details outside if safe to do so. Children and adults will not be allowed to stop to collect any other personal belongings or outdoor clothing/footwear.
4. Close windows and doors behind us where possible, provided it is safe to do so, to help prevent the further spread of fire.
5. Assemble in a safe place, away from any danger. We will make our way outside through the back gates and proceed to the designated emergency assembly point at the small field located just off Elizabeth Grove. The route to the field does not require us to cross Oakham Road. The children will remain together and supervised at the assembly point, away from the property, fire, smoke and emergency vehicle access.
6. Contact the emergency services.
7. Follow the instructions of the emergency services.
8. Remain at the designated assembly point with the children, keeping them safe, together and supervised. Parents/carers will be contacted to inform them of the emergency and to arrange for them to collect their children as soon as possible.
9. Do not return to the building until the emergency services have declared it safe to do so.

If the designated field is inaccessible or unsafe during an emergency, we will proceed to the alternative assembly point at the Co-op car park, provided it is safe to do so.

Only if I feel it is safe to do so will I attempt to tackle a fire myself. The safety of the children in my care will be my first priority in such a situation.



A fire blanket will be used should clothing happen to catch fire, with the method of 'stop, drop and roll'.

My setting is fitted with adequate smoke alarms and a carbon monoxide detector, as required by law.

Please ensure you have read and understand the Emergency Evacuation Policy and Procedure.

All policies and procedures are reviewed regularly and updated when necessary.

This policy and procedure has been developed in line with the EYFS welfare requirements and Ofsted guidance, and outlines the provider's responsibility to take all necessary steps to safeguard and promote the welfare of children.

This policy and procedure has been written by **Miss Caitlin Smith**, the Ofsted-registered childminder responsible for the care of children at **The Flower Cottage**, Dudley, West Midlands, DY2 7TQ.