



Discovery Schools
Academy Trust



Merrydale
Junior School

Be the Best you can Be

Annex: Supplemental Fire & Emergency Evacuation Plan for the reopening of schools

May 2020

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1. Context

From 1st June 2020 EYFS, Year 1, Year 6, vulnerable children and children of critical workers are reintegrated back to school following the following Government Guidance:

<https://www.gov.uk/government/news/details-on-phased-wider-opening-of-schools-colleges-and-nurseries>

<https://www.gov.uk/government/publications/covid-19-school-closures/guidance-for-schools-about-temporarily-closing#behaviour-and-exclusions>

<https://www.gov.uk/government/publications/closure-of-educational-settings-information-for-parents-and-carers>

<https://www.gov.uk/government/publications/actions-for-educational-and-childcare-settings-to-prepare-for-wider-opening-from-1-june-2020>

<https://www.gov.uk/government/collections/coronavirus-covid-19-guidance-for-schools-and-other-educational-settings>

This annex to the school Fire and Emergency evacuation policy reflects new protective measures and arrangements implemented in response to COVID-19. All other information in the Fire and emergency evacuation policy remain in force.

As a Junior School we will be opening with Year 6 first. The children will be socially distanced in a classroom and have been organised into pupil groups of no more than 10. The school have planned for a full cohort return, but this is under review as some families may be shielding due to vulnerability or anxiety about a return to school. The ambition of the government is to have all children return to school by the end of the summer term.

As a result of this the school has had to re-organise its rooms. The return to school re-opening has been comprehensively risk assessed and the fire procedures carefully considered by all members of the Senior leadership team of the school, Discovery schools Trust, School business manager and premise officer. The Fire procedures were a part of a whole school risk assessment completed in order to re-open.

These will be reviewed weekly in line with other reviews to the Risk assessment document. The children will be walked through the new procedures as part of an induction to the new school opening.

2. Reasonable adjustments to the emergency evacuation procedures.

Changes to emergency evacuation procedures are communicated to all persons on site i.e. changes of egress from building.

New fire evacuation procedures are in place and assembly signs to be made for the rooms.

Teachers will be walked through new procedures before opening

Drills for the children will take place in a calm manner.

Teachers will discuss changes with the children and the need to remain calm at all times.

There will be a walk-through drill early in the return to school schedule.

The drill will **NOT** involve the bell in order to not raise the anxiety of the children unnecessarily

Special responsibilities to be amended and circulated to all staff.

Responsibilities to be circulated as reminder to all staff.

During the re-opening of the school it has been agreed that certain fire doors will be propped open in order to reduce the amount of surfaces and door handles touched by children during the day. It has been discussed and agreed that the school will fit more electronic door stops as soon as possible to negate the need for some one to close the doors in the event of a fire. The fire Marshalls will close propped open fire doors in the event of a fire to stop the spread of the fire if it is safe to do so.

3. Emergency In/evacuations

Emergency In/evacuations will take place following social distancing principles as far as is reasonably practicable. (In an emergency risk to life takes precedence).

Staff, pupils, visitors and contractors' social distance at assembly areas (2m separation) as far as is reasonably practicable.

New fire evacuation procedures are in place and assembly signs to be made for the rooms as follows:

6ES, 6TB to exit out of usual fire door in classroom and line up on right hand side cage.

KW1/2 LM out of classroom doors, towards playground stairway exit. AD to exit main school door into top hall and exit by the library entrance. Both to line up on the left hand side of the cage

6AV out of classroom doors and exit school via small library door, line up left hand side cage.

6ML, 6LR out of classroom doors and exit school via Room 20 (Anita G room), walk to the top of the playground alongside the dinning room in order to line up left hand side of cage.

*fire marshals to shut fire doors if safe to do so

In the case of invacuations the teachers will congregate in the designated area for that classroom. Teachers will be reminded of these areas before the children return to school as per the invacuation plan.

4. Review

This Annex policy will be reviewed by the Head of Estates lead in line with the latest government advice.