

Emergency Evacuation Policy:

The safety and well-being of the children in our care is our top priority. In the event of an emergency, we have an emergency evacuation plan in place to ensure the safety of all children and adults in our care. Our emergency evacuation plan includes the following designated safe locations:

- The garden (first designated safe location)
- Royston park/playground (second designated safe location)
- Granny's house at 11 Beech Close, Carshalton (third designated safe location)

We will take the following items with us when evacuating:

- First aid kit
- Emergency contact information for all children in our care
- Any necessary medication for children in our care
- Mobile phone and charger
- Snacks and water for children

If an emergency arises, we will follow our emergency evacuation plan and lead all children to the first designated safe location, which is the garden if it is safe to do so. The exit will be the bifold door for the garden..

If it is not safe to stay in the garden or at home, we will lead all children to the second designated safe location, which is Royston park/playground. If the weather conditions do not permit the use of Royston park/playground as a designated safe location, we will lead all children to the third designated safe location, which is granny's house. In both situations the emergency exit will be the main front door.

We will make sure that all children are accounted for and will notify emergency services if necessary.

We will contact parents or guardians of the children in our care as soon as possible to inform them of the situation and the designated safe location.

We will regularly review and update our emergency evacuation plan as needed to ensure that it meets all necessary safety criteria.

Fire Drill Practices:

- We will conduct fire drills at least twice a year to ensure that all staff and children are prepared in the event of a fire emergency.
- During fire drills, all children and staff will evacuate the premises using the designated emergency exit and safe locations.
- The fire drill practices will be documented and reviewed to ensure that they are effective and that all staff and children know what to do in the event of a fire emergency.
- We will ensure that all parents or guardians of the children in our care are informed of our fire drill practices and emergency evacuation plan.
- We will have working smoke detectors and fire extinguishers on the premises and will ensure that they are checked regularly to ensure their effectiveness.

We will ensure that all parents or guardians of the children in our care are informed of our emergency evacuation plan and procedures.

By having a clear emergency evacuation policy and procedure in place, we can help to ensure the safety and well-being of the children in our care in case of an emergency.