

## 7.4 Fire Safety Compliance Policy

In order to ensure the safety and wellbeing of children, families and educators, the service recognises the need to ensure that systems, equipment and premises comply with the regulatory requirements in relation to fire safety. Management will ensure educators are aware of their responsibilities in relation fire safety.



### Relevant Laws and other Provisions

The laws and other provisions affecting this policy include:

- *Education and Care Services National Law Act, 2010 and Regulations 2011*
- *Duty of Care*
- *National Construction code 2011 - Building Code of Australia, volume 1 (class 1 – 9 buildings)*
- *Fire and Rescue Service Act 1990, Building Fire Safety Regulation 2008*
- *National Quality Standard, Quality Area 2 – Children's health and safety*
- *Policies: 6.3 – Workplace Health and Safety, 7.1 – Emergency Equipment and Facilities, 7.2 – Drills and Evacuations, 8.10 – Employee Orientation and Induction, 10.9 – Risk Management and Compliance.*



### Procedures

Management will ensure that the premises used for the service are compliant with Building Fire Safety Regulations 2008 (Queensland).

The Coordinator and/Responsible Person will be responsible to:

- Keep emergency exits clear and unlocked at all times while the service is operating;
- Ensure emergency evacuation signs and posters are displayed, including a site map showing the position/location of the building on the grounds, the assembly points and the routes to them;
- Have a developed evacuation procedure with allocated tasks for educators;
- Conduct emergency evacuation drills every 3 months;
- Ensure fire safety equipment is maintained regularly.

DATE DEVELOPED	DATE RATIFIED	DATE REVIEWED	DATE RATIFIED
May 2021	October 2021	September 2021	October 2021
		October 2023	November 2023
		November 2025	November 2025