

# COLLEGE OF INTEGRATED CHINESE MEDICINE

## FIRE POLICY

### **Fire Training:**

All new staff receive Fire Training as part of their induction. All new employees receive Fire Training as part of their induction. All employees and teachers of the College receive in-house Fire Training by the Health and Safety Officer. This training is valid for 1 year. It covers how to prevent fires, what to do if a fire occurs, and how to use the fire fighting equipment located in the College.

### **Fire Doors:**

There are in excess of 20 fire doors in the building. These are equipped with a “Chubb Dorgard” which automatically closes the door as soon as the fire alarm is activated.

### **Fire fighting equipment:**

All fire fighting equipment is inspected on an annual basis by “London Fire and Safety Ltd”. The fire alarm panel is checked weekly by the Porter and is annually serviced by “Hardcastle Electrical”

### **Action in event of a fire:**

See attached emergency procedures.

### **Risk Assessments:**

Regular fire risk assessments are carried out by the Health and Safety Officer.

**Review Date: 2022**