



Emergency & Fire Safety Policy

Bumble & Bloom Childcare | 66 High St, Egham TW20 9EY | July 2026

This policy ensures that we are prepared for emergencies, including fire, and that children and staff can evacuate safely and quickly.

Fire safety

- Smoke alarms are fitted on every floor and tested regularly.
- Fire doors and escape routes are kept clear at all times.
- Fire extinguishers are maintained where appropriate.
- A fire drill is practised at least every six months and recorded.

Evacuation procedure

- On hearing the alarm or discovering a fire, all children are evacuated immediately to the designated assembly point.
- We do not stop to collect belongings.
- A register is taken to ensure all children are accounted for.
- Emergency services are called and parents are informed as soon as safe to do so.

Other emergencies

- Procedures are in place for incidents such as power failure, gas leak, flood or intruder.
- Emergency contact details are accessible at all times.
- A grab bag with emergency contacts, first aid kit and essential items is kept ready.

Outings

- An emergency procedure and risk assessment is completed for every outing.
- Children are supervised at all times and a mobile phone is carried.

Review

- This policy is reviewed at least annually and after every fire drill or emergency.

This policy is reviewed at least annually. Parents are welcome to request a copy at any time.