

# FIRE SAFETY POLICY

## Introduction

AfreakA Aerials LLP ('the Partnership') is a limited liability partnership run for the following purpose:

Providing Aerial and Circus based sport/fitness classes to allow students to develop themselves and have the opportunity to perform in a safe and inclusive environment.

The Partnership conducts its business at OXSRAD, Court Place Farm, Marsh Lane, Marston, Oxford, OX3 0NQ.

The registered office of the Partnership is 22 Broadhurst Garden, Littlemore, Oxford, OX4 4YQ.

The Partnership is registered in England at Companies House number: OC385136.

The Partnership has adopted this fire policy and expects every adult working or helping at the Partnership to support it and comply with it. Consequently, this policy shall apply to all partners, instructors (directly employed or contracted), volunteers, students or anyone else working on behalf of the Partnership.

## Purpose of the Policy

The Partnership is committed to providing a safe training environment for its staff and students. For this reason the Partnership has formulated this policy to facilitate compliance with its legal obligations under The Regulatory Reform (Fire Safety) Order 2005 ("Fire Safety Order").

## Shared Environment

The building in which the Partnership conducts its business is a shared environment with OXSRAD and its own staff and clients, as well as other organisations who conduct their business at the same location. For the purposes of this policy, OXSRAD are the lead organisation, and they are responsible for setting policy for the building as a whole and conducting all the necessary risk assessments. OXSRAD are also responsible for maintaining all onsite fire detection, sprinkler systems, safety equipment, signage, safety lighting and ensuring that all evacuation routes are kept clear and fire doors are operable. OXSARD will also be responsible for testing of all these systems and keeping the required records of such tests.

Our policy will run second to OXSRADs, in that in the event of an incident or emergency identified by a member of the Partnership's staff, the Partnership's acting Fire Marshall will liaise with their counterpart from OXSRAD in terms of courses of action and where necessary contacting emergency services. OXSRAD will remain responsible for reporting under any incident as required by the Reporting of Injuries, Diseases and Dangerous Occurrences (RIDDOR) regulations when required.

When the Partnership is operating outside OXSRAD's normal working hours and there are no OXSRAD staff present then the Partnership will act accordingly with OXSRADs Fire Safety policy to ensure safe evacuation from the building and contacting the emergency services. Dependent on the nature of the incident the appointed person will endeavour to contact OXSRAD's out of hours emergency contact at the time of the incident or if less serious during office hours the following day to inform OXSRAD of the incident and where necessary comply with RIDDOR regulations.

## Responsibilities

The management and oversight of the fire safety policy is allocated to a designated partner of the Partnership, currently:

Ganna Sloan

Email: [anna@afreakaerials.com](mailto:anna@afreakaerials.com)

Phone: 07734 466543

(the Fire Safety Officer)

The Fire Safety Officer is primarily responsible for liaising with OXSRAD on fire safety matters and adherence to OXSRAD's Fires Safety policy and this accompanying policy.

## Fire Marshals

All instructors should be capable of acting the role of Fire Marshal, so that they can manage/assist with the safe evacuation of students in the event of an incident or emergency. Where more than one instructor is present then they can decide between them who should act in the Fire Marshal role for the duration of the session.

## Information and Training

All the Partnership staff need to be aware of OXSRADs Fires Safety policy and be familiar with the location of all exits, evacuation routes, assembly points, and fire safety equipment.

All staff will be instructed to report any defective or missing equipment to the Fire Safety Officer.

## Personal safety

No staff member, whether trained or not, will be expected to put themselves in danger at any time.

All will assess the risks to their own safety or wellbeing before entering a hazardous situation and will only enter if they feel it is safe to do so.

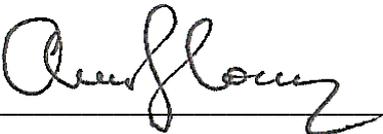
Staff should only operate fire fighting equipment if they are familiar with its operation and feel it is safe to do so. Safe evacuation is always the priority.

## Other Policies

We have referred within this document to the following other important policies which should be read in conjunction with this policy:

- Our Health and Safety policy (available at <https://www.afreakaerials.com/policies>)
- Our First Aid policy (available at <https://afreakaerials.com/policies>)

This Policy is approved and robustly endorsed by Afreaka Aerials LLP and will be reviewed annually or when there is a change in circumstances, in work practices or the introduction of new legislation.

Signed:  \_\_\_\_\_

Name: \_\_\_\_\_ GANNA SLOAN \_\_\_\_\_

Date: \_\_\_\_\_ 14/02/2023 \_\_\_\_\_