

# Fire Safety Policy and Procedures

## Policy:

The introduction of fire into any Nature School session will be at the discretion of the NS Leader only. It will be planned to introduce fire lighting to the groups, but this can be withdrawn at any point if the NS Leader deems it to be unsafe.

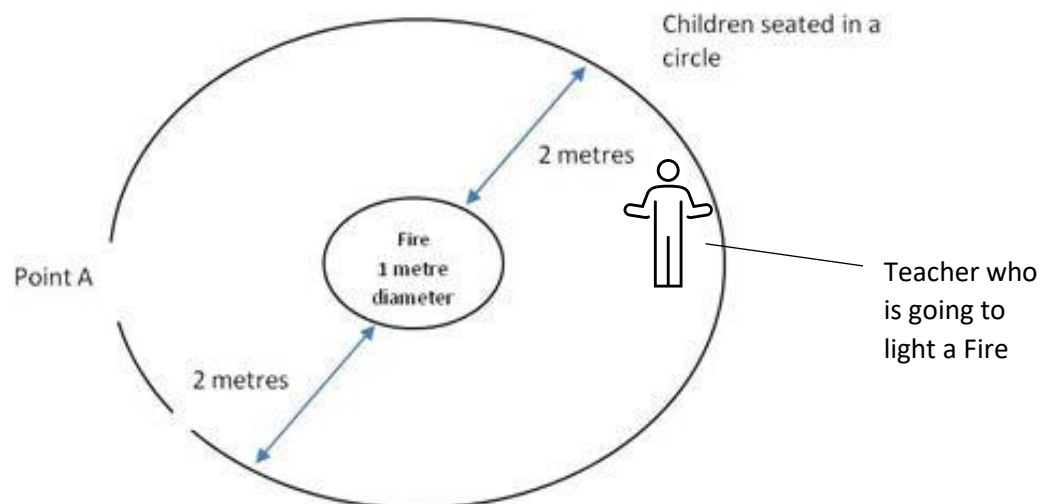


## Procedures:

The following points must be adhered to before introducing fire:

- All the children have shown the correct Behavior in relation to the fire pit.
- The fire pit is positioned correctly, with no danger of spreading.
- The appropriate equipment is in place. (Water and first aid kit, including plunge bucket and towel)
- There is enough fuel to burn for the intended time.
- The correct way to approach a fire is from low down in a secure stance.
- When approaching the fire, the individual is not to wear gloves; the naked hand should be free to feel the heat.
- When extinguishing the fire, the children are to be made aware of the risk of steam burns.

The seating is to be no closer than 1.5m from the fire surround. When children need to move around the fire, they are to step out of the circle, walk around the outside and step back in a controlled fashion. There is to be absolutely no running within the fire area.



Point A – Entrance and/or Exit point for people to enter or leave the Fire Circle safely.

The fire is to be attended by the NS Leader at all times.

At the end of the fire, the ashes are to be spread out, and water is applied via a watering can until the ashes are cool. This can be checked by holding the back of a hand over the ashes to check for any residual heat. The heat of the ground beneath the fire must also be checked before leaving the site.

When constructing the fire, there are three sizes of timber required:

1. The thickness of a piece of string.
2. The thickness of a pencil.
3. The thickness of a thumb.

**Aim:** To use fire safely as part of the Nature School experience.

**Method:** Fires must only be lit after a risk assessment has been carried out and they must only be within the fire circle area. This includes the use of Kelly Kettles. There must always be a trained adult present within the fire circle when a fire is lit or hot embers remain, never leave a fire unattended.

Before the fire pit is built the soil or bedrock must have been assessed to avoid a fire being lit on a flammable surface such as peat. The fire should be surrounded by a 1-metre square of double logs to provide a good barrier to the fire in case a learner loses balance. Pegs should be used to prevent the logs from being knocked. Fires should not be lit close to overhanging branches or on a really windy day.

There must be an adequate supply of fire water close to the fire pit to ensure there is enough water available to extinguish the fire if it gets out of control. A fire blanket must be brought into the woodland to wrap round someone if their clothes become alight. Fireproof gauntlets should be kept in the fire area to allow adults to pick up hot items.

Before visiting the area the children should have had the opportunity to ask questions and be given information about fire safety. When at the fire circle the rules should be demonstrated for the children to see. There should be no more than 2 people, adults and children, within the fire circle next to the fire at any one time. The best position for cooking is on one knee (the respect position) so you can move backwards easily and remain stable. Long hair should be tied back, tassels and ties tucked away and scarves removed.

**Monitoring of policy:** This policy will be reviewed annually but may also be influenced earlier by new research and government guidelines.

**Kelly Kettle:** The Forest leader may use this to heat water. Never leave the bung in whilst heating water. This is only to be in place during storage to keep the chamber clear from forest debris or insects and mini-beasts. Once the fire is going in the Kelly Kettle base carefully add the chimney top to it by holding the handle parallel to the ground and supporting on each side with your hands. When lit, do not stand directly over, or look straight down the chimney. Never blow into the top. When pouring out the water support the base by holding the bung chain in one hand and the handle with the other. To put the fire out, pour the remaining water into the base. When not in use all tools will be securely locked away in the tool shed. Tools should be checked and cleaned before they are put away. Half termly the Forest Leader will ensure that each tool is thoroughly cleaned and oiled. Wear and tear will be monitored daily.

Prevention Measures:










- a. Site Assessment:
  - Conduct regular *Campfire Site Assessment* to identify potential fire hazards.
  - Ensure that the Forest School site complies with local fire safety regulations and guidelines.
- b. Firebreaks and Clearing:
  - Maintain adequate firebreaks and clearings to create a defensible space.
  - Regularly clear dry leaves, branches, and other flammable materials from the immediate vicinity of program activities.
- c. Campfire Safety:
  - Designate specific areas for campfires, equipped with fire rings or designated fire pits.
  - Ensure all campfires are attended at all times and extinguished completely before leaving the site.
- d. Smoking Policy:
  - Implement a strict no-smoking policy in wooded areas, especially during dry and windy conditions.
- e. Equipment Checks:
  - Regularly inspect and maintain all fire-related equipment, including fire extinguishers, hoses, and firefighting tools.
  - Ensure that firefighting equipment is easily accessible and that staff is trained in its proper use.

Fire Emergency Procedure:

1. In the event of a fire that cannot be put out quickly and safely by the Forest School Leaders, blow repeated long whistles to alert the group.
2. Gather everyone together, conduct a head count and evacuate the area to a safe location – A safe meeting point in case of fire.
3. Instruct one person to call the fire brigade and give directions to the site – see location and access to 3827 Carlton Drive.
4. Ask a second person to telephone the emergency numbers (see emergency plan).
5. Arrange for someone to stand at the entrance to the school to direct emergency services.

*Note: Fires are not to be lit in either very dry or windy conditions. See Beaufort Scale on the next page.*

# BEAUFORT WIND SCALE

Beaufort Number	Description	Wind speed	Wave height	Sea conditions	Land conditions	
<b>0</b>	Calm	< 1 knot < 1 mph < 2 km/h	0 ft 0 m	Sea like a mirror	Smoke rises vertically	
<b>1</b>	Light air	1-3 knots 1-3 mph 2-5 km/h	0-1 ft 0-0.3 m	Ripples	Direction shown by smoke drift	
<b>2</b>	Light breeze	4-6 knots 4-7 mph 6-11 km/h	1-2 ft 0.3-0.6 m	Small wavelets	Wind felt on face	
<b>3</b>	Gentle breeze	7-10 knots 8-12 mph 12-19 km/h	2-4 ft 0.6-1.2 m	Large wavelets	Leaves and small twigs in constant motion	
<b>4</b>	Moderate breeze	11-16 knots 13-18 mph 20-28 km/h	3.5-6 ft 1-2 m	Small waves	Raises dust and loose paper	
<b>5</b>	Fresh breeze	17-21 knots 19-24 mph 29-38 km/h	6-10 ft 2-3 m	Moderate waves	Small trees and leaves begin to sway	
<b>6</b>	Strong breeze	22-27 knots 25-31 mph 39-49 km/h	9-13 ft 3-4 m	Large waves	Large branches in motion	
<b>7</b>	High wind, moderate gale, near gale	28-33 knots 32-38 mph 50-61 km/h	13-19 ft 4-5.5 m	Sea heaps up	Whole trees in motion	
<b>8</b>	Gale, fresh gale	34-40 knots 39-46 mph 62-74 km/h	18-25 ft 5.5-7.5 m	Moderately high waves	Twigs break off trees	
<b>9</b>	Strong/severe gale	41-47 knots 47-54 mph 75-88 km/h	23-32 ft 7-10 m	High waves	Slight structural damage	
<b>10</b>	Storm, whole gale	48-55 knots 55-63 mph 89-102 km/h	29-41 ft 9-12.5 m	Very high waves	Trees uprooted, considerable structural damage	
<b>11</b>	Violent storm	56-63 knots 64-72 mph 103-117 km/h	37-52 ft 11.5-16 m	Exceptionally high waves	Widespread damage	
<b>12</b>	Hurricane force	≥ 64 knots ≥ 73 mph ≥ 118 km/h	≥ 46 ft ≥ 14 m	Exceptionally high waves, sea is completely white	Devastation	

#### Staff Training:

- a. Fire Safety Training:
  - Provide staff with comprehensive fire safety training and/or with Forest School Level 3, including fire prevention measures, emergency response procedures, and equipment usage.
- b. Emergency Drills:
  - Conduct regular fire drills to ensure that all participants and staff are familiar with evacuation procedures and assembly points will be done monthly.
- c. Additional Staff:
  - During Fire Session/Activities we will have 1 additional staff member to support kids to ensure safety and additional supervision. Additional staff can be RA, ECEA or ECE.

#### Fire Bans and Restrictions:

Before starting a fire, please check [Coastal Fire Centre Bans and Restrictions](#) if there is a fire band or restriction in place FFNS will not light a fire.

<https://www2.gov.bc.ca/gov/content/safety/wildfire-status/prevention/fire-bans-and-restrictions/coastal-fire-centre-bans#map>

#### Our Campfire:

At Fern Flower – Nature School we have a Fire Pit in the back yard, outside of the play space. Which will be set up prior to session for hosting Fire Session/Activity that day. We have 2 access points for water:

- Water hose / house access – 10 meters away from fire pit.
- creek which is 20 meters away from the fire pit.
- Also, we have a fire blanket and fire extinguisher at the Nature School which is 20 meters away from the fire pit.

#### Review and Revision:

- a. Policy Review:
  - Regularly review and update this Fire Safety Policy to incorporate any changes in regulations, technology, or best practices.
- b. Feedback and Reporting:
  - Encourage staff and participants to provide feedback on fire safety measures and report any concerns promptly.

This Fire Safety Policy is designed to create a safe and secure environment for Nature School activities while promoting responsible fire management practices. All participants and staff are expected to adhere to these guidelines to minimize the risk of fire-related incidents.