FIRE AND EVACUATION POLICY AND PLAN Review date: November 2029

Declaration

We understand that we are required to undertake a Fire Risk Assessment in accordance with the Regulatory Reform (Fire Safety) Order 2005 even if we have no employees. We note that we are required to take such general fire precautions as will ensure, so far as is reasonably practicable, the safety of employees, if we have any, and to take such general fire precautions as may reasonably be required in the circumstances to ensure that the premises are safe for all other visitors to the church including volunteers, members of the congregation, and contractors.

It is the policy of the Parochial Church Council that in the event of fire the building(s) should be evacuated, and the Fire and Rescue Service summoned. Fire outbreaks must only be tackled if they inhibit the safe exit of persons from the building(s) or are so minor that they can be safely tackled in accordance with the Fire Risk Assessments.

Our Fire Risk Assessments and arrangements are therefore directed to the safety of people rather than the protection of the buildings themselves. We understand the PCC is the 'Responsible Person', and we will appoint one or more competent persons, as appropriate, to assist us in undertaking the preventative and protective measures. We understand it is the responsibility of the Responsible Person(s) to fully record the following information in the fire risk assessment:-

1. All findings from their fire risk assessment, regardless of the size or purpose of the premises, in full. For practical reasons it is appropriate to devise and maintain separate Fire Risk Assessments for the churches of St George's, West Grinstead and St Michael and all Angels, Partridge Green and for the Church Room at St Michael's
2. Fire Safety Arrangements that show how we manage fire safety in the buildings.
3. Details of the appointed Fire Risk Assessor who undertakes or reviews any, or all of, the fire risk assessment.

In carrying out our Fire Risk Assessment, we have followed the Government guidance published by the Department for Communities and Local Government and have noted from this document that the action we take, should be common sense and, in the main, not expensive. We have also noted Appendix C of the guidance for Fire safety risk assessment: small and medium places of assembly which refers to listed and historic buildings and note that we will need to endeavour to strike a balance between ensuring sufficient fire safety measures are in place for the safety of people, yet avoiding extensive alterations and helping to maintain the character of the building.

This policy was approved by the PCC at a meeting held on 17 November 2026

Signed ……  Position ……RECTOR