

**AYLESBURY METHODIST CHURCH**  
**FIRE AND ACCIDENT PREVENTION POLICY**

AMC is committed to eliminate where possible all accidents and fire risks in the premises and to provide appropriate facilities for responding effectively to both. Church Council delegates this responsibility through the Resources Working Group to the Property Stewards. To mitigate the risk of fire and accidents risks the policy ensures that

- the building is free from inherent risks and complies with safety and fire prevention regulations;
- in all aspects of the life of the church best practice is followed;
- the premises are inspected at regular intervals to ensure conformity with best practice and to identify any risks, paying particular attention to the standard of housekeeping (general cleanliness and tidiness), the adequacy and proper functioning of lighting, heating and ventilation, ease of access and movement, and freedom from obstruction of doors and corridors.
- the premises are insured to cover fire, accident and third party risk when used by the church and its organisations

**To guard against the risk of fires the Church will**

- Use and store only materials for purposes recommended by the suppliers and by persons qualified in their use;
- ensure the buildings are fitted with a suitable fire/emergency alarm system that is regularly tested;
- provide clearly marked fire escapes on the ground and first floor, with evacuation notices posted clearly in each room;
- make all users of the premises aware of any fire risks and of the procedures for evacuating the building for both able persons and those with restricted mobility;
- publish procedures for evacuating the building in the event of an emergency; install clear exit signs, provide clearly marked and located fire extinguishers and train members in their use;
- make all users of the premises aware of the policies and procedures and of their responsibilities for contributing to the safety and well being of other users;
- test the evacuation procedure at regular intervals.
- ensure that all organisations using the premises, are aware of this policy.

**First Aid**

The first aid boxes for the treatment of minor injuries are located in each of the three kitchens. Wherever possible, first aid treatment should be administered by a qualified first aider – the names and telephone numbers of First Aiders can be found on any notice board.

**Responsibility for this policy**

The Senior Property Steward is responsible for the implementation of this policy including checking the fire control equipment and first aid boxes and investigating any incidents.

John Miskin, Property Steward  
March 2016