

Move the Mind Learning AP Ltd
Lyndhurst
Lipyeate
Holcombe
BA35EN

Registered company-16511536



MOVE THE MIND LEARNING
ALTERNATIVE PROVISION

Document Title:	Fire Policy and Safety Risk Assessment
Effective Date:	September 2026
Review Cycle:	Annual (or following significant incident/site changes)
Applicable Legislation:	Fire Safety Order (2023)

1. Identify potential fire hazards:

- Smokers - lighters, matches, cigarettes (smoking is banned on the premises)
- Electrical portable heaters
- Equipment for cooking - microwave, cookers, kettles
- Faulty electrical equipment
- Arson from people who should not be on the premises.
- Accumulation of rubbish bags

Identify: Sources of ignition sources of fuel:

- Hay and straw
- Fuels for tractor and strimmer
- Wooden buildings
- Manure

Sources of oxygen:

Oxygen flows around the buildings using natural air flow through doors, windows and other openings in the building

2. Identify people at risk

People in and around the premises: students, staff, volunteers, parents, carers and occasionally external contractors or visiting professionals (e.g vet, farrier)

People especially at risk: People with sensory impairments or disabilities, people with other impairments due to medication etc, and those who may have some other reason for not being able to leave the premises quickly without assistance, e.g. elderly people or parents with children or people with a physical disability.

3. Evaluate, remove, reduce and protect from risk

Evaluate the risk of a fire occurring:

There is a low risk of fire occurring.

- The buildings are well maintained
- Electrical equipment is inspected and turned off when no-one is on the premises.
- Bedding, straw hay and fuel is all stored carefully and in locked areas away from hazards which might cause a fire to start accidentally and away from animals.
- Rubbish bags are disposed of regularly in a bin away from the buildings to avoid accumulation of waste.
- We have a strict no-smoking policy, smoking around the buildings is not permitted.
- The gate is kept locked when no-one is on the premises to avoid people entering the premises and all doors are closed to areas containing fuel, hay, cooking facilities etc.
- The manure heap is situated away from the stables and is on a metal trailer
- Visiting farrier works outside and the forge is contained within his van.
- All electrical equipment and wires are out of reach of animals and are PAT tested
- Premises are regularly cleaned for cobwebs/dust

Evaluate the risk to people and animals from fire:

Detection and warning

- We are a small premises with buildings easily visible to all staff.
- All staff carry mobile phones whilst on the premises to communicate problems to the team quickly or to call for emergency services.
- Fire drills are carried out each term.
- Fire exits are clear from obstruction at all times.
- We do not have large numbers of people on the premises

Escape routes:

Animals: can escape the premises quickly as stables open easily straight into the open space of the fields at a distance from the buildings. Head collars are by each stable for quick access. Releasing scared animals should be done with caution as they may be in flight mode so should ideally be done by staff only who are aware of the risks and have the experience to handle the animals. Mobile carry cases can be utilised to place small animals in for quick evacuation.

People: Doors can be closed to compartmentalise fires to allow people to

escape the buildings. People should evacuate to the car park/entrance area which is away from the buildings but also from animals that are being evacuated to the fields. Lighting is outside the stables. Outside lighting is automatic and on a sensor. Torches are kept in the stables and staff carry iPads/phones which can also act as torches. Signs and notices are displayed to indicate fire escape routes and fire action plan.

Designated fire officer is Nicole Gillard and in her absence will deputise this responsibility to a facilitator.

During Evacuation: Staff and learners should only return to the building once they have been told it is safe to do so by a trained person or the fire service.

4. Record, plan, inform, instruct and train

- All staff are aware of plans for fire and read updated policies and risk assessment annually or as updated if changes are made to the buildings.

5 Review

This assessment will be dynamic and kept under review and will be revised where necessary but updated at least annually. This policy should be read in conjunction with: Health and Safety Policy

Policy Approval

Approved by: N Gillard

Position: Director

Date: September 2026

Review Date: September 2027