



Course Overview

Designed for individuals who have completed the basic fire awareness course and who have designated additional Fire Safety responsibilities, which include assisting in the safe evacuation of a building in the event of an emergency and the day to day management of fire precautions.

The course may be tailored to suit varying industries and can range in duration from 1 - 2 hours. A practical session on extinguishers is set within the course and takes approximately 30 - 40 minutes, depending on the number of delegates.

Aims

To understand the role and responsibilities of the Fire Warden

To be able to assist in the safe evacuation of a building in the event of an emergency

To liaise with management and the Fire Service at an emergency incident

To be able to identify all protected escape routes within a building and assist individuals to evacuate using these routes in the event of an emergency

To manage effectively within their building the day to day fire precautions

Programme

- Basic Fire Awareness course revision
- The role and responsibilities of the Fire Warden
- Responsibilities towards 'special needs' employees and or visitors
- Location and use of fire fighting equipment
- Protected escape routes and their availability
- Understanding the Emergency Fire Plan and its implications
- Understanding company Fire Policies and procedures
- Understanding what information is required if an emergency occurs
- What to do on hearing the Fire Alarm.
- What to do on discovery of a fire
- Completion of a roll call and passing on this information
- Record Keeping

Location:

NLT Training or employers premises if suitable

Duration:

1/2 Day

Additional Information

The number of Fire Wardens required, is dependant on certain factors, including the size and layout of a building, the number of staff and types of processes carried out. As a general guide, it is recommended that approximately 5% of the workforce is trained to Fire Warden Status. The Fire Warden course can be used in conjunction with a full Fire evacuation drill if required which is designated as a combination drill

Learning Objectives

On completion of the course, the delegates should...

1. Be able to identify all protected escape routes
2. Understand the term 'Means of Escape'
3. Be able to complete and maintain accurate records.
4. Recognise the requirements for special procedures for the disabled.
5. Have an awareness of company policies relating to fire safety issues.
6. Be conversant with reporting procedures on all fire safety matters
7. Understand how to assist in the safe evacuation of a building
8. Be able to take a roll call following an emergency evacuation of a building and liaise with management, staff and the Fire Service.
9. Have an awareness of fire safety related courses, their availability and be able to identify individual training needs.

Pre-requisites

Persons attending this course should have previously completed a "Basic Fire Awareness course".

Who should attend this course?

Personnel who have been designated or who wish to improve their knowledge in Fire Safety Awareness and are willing to accept a higher level of responsibility to assist in the day to day management of fire safety issues and ensure the safe evacuation of a building in the event of an emergency.