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| **Eàrr-ràdh 18** |  | **Appendix 18** |
| **Modhan-obrach airson Teine is Sàbhailteachd** |  | **Fire Safety & Drill Procedure** |
| * Tha e an urra ris a’ Chomataidh modhan-obrach teine fhaotainn bhon àite far am bi iad a’ coinneachadh, agus tha e an urra riutha dèanamh cinnteach gum faigh a h-uile neach-obrach/neach saor-thoileach lethbhreac dhiubh agus gum faigh pàrantan lethbhreac sa ‘phasgan fàilteachaidh’ aca.
* Bu chòir gur e luchd-obrach/luchd saor-thoileach a chuireas na deuchainnean teine air dòigh (ma ghabhas e dèanamh) agus gun tèid an cumail bho àm gu àm gus dèanamh cinnteach gu bheil fios aig a h-uile duine air mar a dh’fhàgas iad an togalach ma tha cùis-èiginn ann.
* Bu chòir dhuibh an ‘Clàr Làitheil’ agaibh a chumail gu ceart feuch am bi fiosrachadh agaibh mun a h-uile neach a tha san togalach ma dh’fheumas sibh an togalach fhàgail nuair a tha teine ann.
* ’S e cleachdadh math a th’ ann a bhith ag ionnsachadh don chloinn/inbhich mu na modhan-obrach teine gach bliadhna gus dèanamh cinnteach gum bi fiosrachadh freagarrach aig buill ùra.
* Tha e an urra ris a’ Chomataidh deuchainn PAT a dhèanamh a h-uile bliadhna air uidheamachd eileagtronaigeach aig a’ bhuidhinn.
* Tha e an urra ris an stiùiriche-chluiche/neach saor-thoileach innse mu uidheamachd eileagtronaigeach leis an àite nach eil ag obair ceart no a tha cunnartach.
* Chan fhaodar smocadh san togalach no taobh a-muigh an togalaich.
* Ma chuireas sibh tachartas air dòigh far am bi teine, feumaidh sibh a dhèanamh a-muigh fo stiùireadh freagarrach agus às dèidh measadh a dhèanamh air buannachdan is cunnartan (MBC).
 |  | * The Committee are responsible for obtaining the fire procedures for their venue, and for making sure that all staff/volunteers receive a copy and that all parents receive a copy in their ‘welcome pack’.
* Planned fire drills should be organised by staff/volunteers (where possible) and held periodically to ensure that everyone is aware of evacuation procedures.
* Your ‘Daily Register’ should be kept up to date to ensure there are details of everyone in the building in case of fire and evacuation.
* It is good practice for groups to familiarise the children/adults with the procedures on an annual basis to ensure that all new members have the appropriate information.
* The Committee have the responsibility to PAT test any electrical items belonging to the group annually.
* The Play leader/volunteer is responsible for reporting any faulty/dangerous electrical equipment belonging to the venue.
* No smoking is permitted in the venue or grounds.
* Any activities involving fire must be outdoors and suitably supervised, and have been assessed for benefits and risks (BRA).
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