



Sacred Heart Catholic Primary School & Nursery

Firework Policy October 2016

Sacred Heart School Association hold an annual fireworks display in the school grounds each November as part of an annual schedule of fundraising events.

The Governing Body of the School is committed to the health and safety of everyone involved in the organisation of this event and its spectators.

This Firework Policy is a Governor responsibility and will be kept under review by the Resources Committee annually.

Policy Review

This policy will be reviewed in full by the Governing Body annually.

The policy was last reviewed and agreed by the Governing Body on 5.10.16.

It is due for review on 5.10.17 (up to 12 months from the above date).

Signature *A Smith* Date 5.10.16

Head Teacher

Signature *Vivienne Morgan* Date 5.10.16

Chair of Governors

Key
SA School Association
FO Fireworks Organiser
C Caretaker
October 2016
Review Date: October 2017

Planning/Preparation

Responsibility

- All fireworks will be purchased from a reputable supplier and conform to British Standard BS7114. **SA**
- A 30m-50m gap will be placed between the display and spectators to ensure a safe dropping zone. Barriers to be erected to keep spectators outside this zone. **SA**
- All exits and obstructions will be well lit. School car park to be kept clear for access. **SA**
- The Fire Brigade, Police, local farmers and residents will be notified of date and time of the display at least 7 days in advance. **SA**
- Fire extinguishers, hose pipe and buckets of sand will be available and their location known to stewards. **SA**
- A first-aid point will be set up, clearly signposted and properly manned by qualified personnel. **SA**
- Fireworks stewards will be easily identifiable by wearing fluorescent jackets. They will be briefed at least one-hour before the start of the event and fully understand their individual responsibilities (see Appendix A). **SA**
- It is also recognised that a sufficient number of other stewards will be required to carry out safety and security duties. **SA**
- Spectators will be told in advance that they may not bring their own fireworks (including sparklers) with request to keep children under control during the event (to be communicated on tickets). **SA**
- A PA system or loudhailer will be available to talk to the crowd as necessary. **SA**
- All members of organising committee will understand what actions to take in case of emergency. **SA**

The Display

Responsibility

- Only identified and agreed named persons will ignite the fireworks and protective clothing will be worn at all times. **FO**
- Torches will be checked in advance to be in full working order. **FO**
- The manufacturer's instructions will be read in advance, understood and implemented **FO**
- Fireworks will be stored in a metal or wooden box which will be kept closed. **FO**
- One person will have overall responsibility for lighting the bonfire – location of which to be judged a safe distance from both the crowd and the display site. **FO**

Safe Disposal

- The site will be cleared of all spectators before disposal commences. **SA**
- Additional lights to be available to aid identification of spent/dud fireworks. **SA**
- Persons responsible for disposal will be clearly identified. **FC**
- All litter bins will be emptied after the crowd has left the site. **FO/C**
- The bonfire will be completely put out before leaving the site. **FO**
- The site will be checked before school reopens. **SA/C**

Appendix A – Stewards' Responsibilities

- To maintain approx. equal spacing along barrier and make sure that all spectators remain behind the barrier at all times.
- To be aware of the location of fire extinguishers, hose pipe and buckets of sand.
- To know where to summon first-aider in case of injury.
- To assist in evacuation of the premises.
- To remain on-site until all members of the public have left the premises.



