

FIRE WARDEN TRAINING

COURSE CONTENT OVERVIEW



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HIGH SPEED™
TRAINING

This course has been designed to educate anyone who will be taking on the role of fire warden in their workplace. It will familiarise them with what their specific duties are for upholding fire safety and for ensuring evacuation procedures are effective.

The course will provide learners with information about the basic principles of fire, combating fires, identifying risks and addressing them, fire safety arrangements that should be in place, the requirements for fire plans, and their involvement in emergency evacuation procedures.

Module One: Introduction to Fire Warden Training

This module will provide the learner with an overview of what their role as fire warden involves and what fire safety law requires of businesses. It explains the employer's fire safety duties and how the fire warden should cooperate with the employer to manage them.

- Why is fire safety important?
- Fire safety law
- How is the law enforced?
- Employer duties
- Fire warden duties
- How many fire wardens do businesses need?
- How to prepare for your role

Module Two: Understanding Fire

This module familiarises the learner with the basic principles of fire. The learner will gain an understanding of how a fire starts, the different classes of fire, and the various types and uses of fire extinguishers.

- The fire triangle
- Fire classes
- Fire extinguishers

Module Three: Fire Risk Assessment

This module explains the process of carrying out a fire risk assessment in the workplace. The learner will understand how to identify hazards and take action to minimise them, as well as implement and maintain fire safety arrangements.

- What is a risk assessment?
- Identify the hazards
- Determine who might be harmed and how
- Decide what precautions you need
- Record your findings and implement controls
- Review and update your assessment
- Daily and weekly assessments

Module Four: Fire Safety Arrangements

This module details the various fire safety arrangements that should be in place in businesses and how a fire warden is involved in them. It explains how they can ensure safety controls remain effective and comply with fire requirements.

- The fire plan
- Fire safety arrangements
- Housekeeping
- Fire detection and warning systems
- Emergency routes and exits
- Fire safety signs
- Emergency lighting

Module Five: Personal Emergency Evacuation Procedures

This module teaches the learner how to create Personal Emergency Evacuation Plans (PEEPs) for vulnerable people. PEEPs are crucial for ensuring people with vulnerabilities can safely evacuate in a fire emergency.

- Who may need a PEEP?
- How to prepare a PEEP
- What should a PEEP include?

Module Six: Fire Evacuation Procedures

This module educates the learner about the most important part of their role as a fire warden: evacuation procedures. It will familiarise them with the actions they must take during a fire to ensure everyone evacuates swiftly and safely. It will also explain the importance of carrying out fire drills.

- Evacuation strategies
- Your role during evacuations
- Fire drills

Aims of the Training

By the end of this course, learners will understand:

- Their role as a fire warden and their legal duties.
- The different types of fires.
- How fires may start and spread in a workplace.
- The different types of fire extinguishers and their uses.
- How to carry out a fire risk assessment.
- Common causes of fires in the workplace.
- Control measures to minimise the risk of fire.
- Fire detection, fire warning, and fire equipment.
- Requirements for fire plans.
- What their specific role is during emergency evacuation procedures.
- How to create Personal Emergency Evacuation Plans.
- How to carry out fire drills.