

From: [Foi Enquiries](#)
To: [REDACTED]
Subject: FOI-17-1910 - Fire Safety
Date: 15 January 2018 14:17:58
Attachments: [Further Information - Right to Review & Appeal.pdf](#)

Dear [REDACTED],

Thank you for your information request of 14 December 2017. Aberdeen City Council (ACC) has completed the necessary search for the information requested.

Can you please confirm if Aberdeen City Council provides its Head Teachers with fire safety legislation training, and if so, how is this training delivered.

There is no specific training course that covers each Section within the Act and Regulation within the Regulations of Scottish fire legislation.

Corporately, the Organisation makes available training on fire safety in the form of an online training module which covers basic fire safety awareness and a course that covers the duties and responsibilities of fire wardens. There is a practical course that covers the use of fire extinguishers and blankets. Another course that covers the use of Evacuation Chairs for getting non ambulant persons down stairs.

There is a Fire Safety Policy, a Fire Safety Management Procedure and a Premise Fire Safety Policy that is available to all employees (including Head Teachers). These documents outline fire safety management responsibilities.

There are Manager's Health & Safety 1-2-1's that outline all Health, Safety & Wellbeing responsibilities that Managers have. Fire Safety is included within this.

Health & Safety, encompassing Fire Safety should form part of all employees (including Head Teachers) inductions upon commencement of employment.

We hope this helps with your request.

Yours sincerely,

Grant Webster
Information Compliance Officer

INFORMATION ABOUT THE HANDLING OF YOUR REQUEST

ACC handled your request for information in accordance with the provisions of the Freedom of Information (Scotland) Act 2002. Please refer to the attached PDF for more information about your rights under FOISA.

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