



## Role description for Fire Safety Warden

**Role:** To assist the Church Wardens and Sides People in the event of a fire in Church

### Role Requirements:

**To be:** To be a person of integrity who welcomes and serves in a gracious, Christ-like manner; and who supports the Worship at All Saints through their work

### To do:

- To attend Services at All Saints regularly, and to have a good understanding of Services of Worship
- Be present at least 20 minutes before the start of the service
- Be fully aware of the relevant risk assessment
- Be available during services to work alongside the Wardens (who would also be level 2 trained).
- Sit at strategic places during the services in order to react appropriately (if needed)
- 999 /101 (*whichever is appropriate*)
- Wear 'visibility' jackets so the congregation are aware of the Fire Warden's presence
- Direct congregation to the 'Fire Exits' (when necessary)
- Attempt to put out a fire, using extinguishers, or water in buckets
- To attend Level 1 Training for all Sides People
- To attend Level 2 Training for Fire Wardens
- To attend an annual meeting of the Serving Team, for support and supervision by the Incumbent
- To read and adhere to all aspects of the All Saints Safeguarding Policy ( [www.cofeguildford.org.uk/safeguardingpolicy](http://www.cofeguildford.org.uk/safeguardingpolicy) ), including recruitment and training requirements; and all other Policies of All Saints Church.

**Reports to:** The Church Wardens

**Agreement:** I agree to being a Fire Safety Warden at All Saints Church, under the governance structures of the incumbent and the PCC.

Name (print and sign): \_\_\_\_\_

Incumbent: \_\_\_\_\_

Date: \_\_\_\_\_ Form

approved

October 2018