

FIRE SAFETY RISK ASSESSMENT FOR DALCAMOND HOUSE

Dalcamond House is a No Smoking Property.

People at risk at Dalcamond House include both guests and employees of either the letting agents or the Owners

People especially at risk: The most vulnerable guests are young children, the elderly and those with mobility difficulties, who may be unable to escape without assistance.

Room	Fire Hazards	Evaluation of Risk and Risk Reduction	Information and Steps YOU can take to reduce fire-risk	Escape Route
Hall cupboards.	None identified.	Low Risk.	Do not store hazardous material in cupboards.	N/A
Lounge and Dining rooms.	Gas fire Electric Fire Decorative Candle sticks Electrical Appliances	High Risk. Smoke Alarm Fitted.	<p>ONLY place lit candles in candle sticks and on a safe surface – eg the mantle piece. NEVER leave a lit fire or burning candle unattended.</p> <p>Do not place flammable materials close to electric/gas fire. Always unplug at end of evening</p> <p>Routinely CHECK that the SMOKE ALARM is working.</p> <p>Do not place combustible materials – eg paper/ fabric near to the fire. Turn off appliances at plug at night</p>	<p>Quickly exit the lounge/dining rooms through the doors leading to the hallway. Turn left or right and leave building through the front door.</p>
Room	Fire Hazards	Evaluation of Risk and	Information and Steps YOU can	Escape Route (keep all escape

		Risk Reduction	take to reduce fire-risk	routes clear)
Kitchen	Oven/ Grill/ Hob Toaster/ Microwave	Moderate Risk Fire Blanket and fire extinguisher supplied	Follow all safety procedures when cooking, especially with heating cooking oil. Turn appliances off when not in use.	Quickly exit kitchen into hallway. Then proceed to leave building through back door.
Main toilet/bathroom hallway	None identified	Low Risk	Do not allow naked flames.	Quickly exit the toilet through the door leading to the hallway. Proceed along hallway and leave building through the front door.
En-suite bath room	None identified	Low Risk	Do not allow naked flames.	Quickly exit bath room into bedroom. Exit bedroom into lounge. Proceed along hallway and leave building through the front door.
Front bedroom	None identified	Low Risk Smoke alarm	Routinely CHECK that the SMOKE ALARM is working.	Quickly exit the bedroom through the door leading to the lounge. Turn right and leave building through the front door.
Back bedrooms	None identified	Low Risk Smoke alarms	Do not allow naked flames. Routinely CHECK that the SMOKE ALARM is working.	Quickly exit the back bedrooms through the doors leading to the hallway. Proceed to back of hallway and leave building through the back door.

Utility room	Electrical appliances	Moderate Risk	Do not allow smoking or naked flames near gas central heating boiler Turn off appliances at plug at night	Quickly exit the utility room through the kitchen into the hallway. Proceed to back of hallway and leave building through the back door.
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All furniture and mattresses conform to modern Fire Safety Regulations (2001 onwards)

If you cannot fight a fire with extinguishing materials please follow this procedure:

- SHOUT A WARNING / RAISE THE ALARM
- EVACUATE THE BUILDING THROUGH ESCAPE ROUTE(S)
- CLOSE THE DOORS BEHIND YOU TO MINIMISE THE SPREAD OF FIRE
- ACCOUNT FOR ALL OCCUPANTS
- CALL THE FIRE BRIGAGE **01369 704446**

If all major escape routes become blocked, gather everyone together into one room, close the door and place towels or bedding along the bottom to seal the gap. Open a window staying close to it to breathe the fresh air and raise the alarm to neighbours.

Updated August 2007

Further Advice

For further help and assistance with regards Fire Safety Law contact:

www.infoscotland.com/firelaw

www.healthyworkinglives.com

Regional Fire Services Websites:

www.strathclydefire.org

www.centralscotlandfire.gov.uk

www.hifb.org