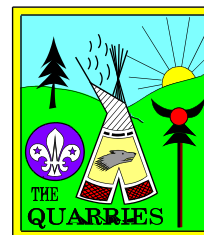


THE QUARRIES SCOUT CAMPSITE



Stratford Road, Cosgrove, Milton Keynes, MK19 7BD

Fire Risk Assessment

1. Building – The Lodge

Designated use – Sleeping Accommodation, Activity area and kitchen

Approximate size – 20m x 8m

Number of beds – 24 spread over four rooms

Number of floors – single storey

Roof construction – Overlaid flat roof with timber rafters and steel sheets

Walls – Timber frame, external cladding fibre glass panels

Internal linings – Painted plasterboard

Floors – Wood with carpet tiles in the large room and 4 smaller rooms, kitchen and entrance vinyl covered.

Means of escape – Via fire exit doors or in extraordinary circumstances through the windows.

Fire fighting equipment – 1 x CO2, 3 x Water type extinguishers, 1 x fire blanket.

Fire Alarm system – Smoke detectors in all rooms except kitchen, all detectors are linked. Kitchen has heat detector.

Heating/Hot water/Cooking – electric heaters in hall and four smaller rooms. Gas Boiler in the kitchen for hot water. Large Gas Cooker which is a shut off type if the gas blows out on any gas ring.

General lighting – 240 volt supply throughout and all have current regulation trip fuses.

Emergency lighting - non-maintained throughout

Signs and Notices – All to current standards

Furnishings – Donated office chairs and tables, curtains and mattresses

2. **Personnel involved** Scouts/Guides/Leaders/Staff/Visitors

3. Potential Hazards

1. Waste
2. Doors
3. Smoking (not allowed in Lodge)
4. Cleaning equipment & chemicals
5. Gas equipments & boiler
6. Electric heaters/equipment
7. Cooking
8. Bedrooms

4. Risk Level

- Low
- Low
- Low
- Low
- Low
- Low
- Low
- Low

4. Measures taken to control hazards

1. Ensure floor area is kept clear, combustible material tidied away and waste bins cleared regularly.
2. Ensure doors are unlocked whilst building is in use. Ensure signage is present. Ensure Fire Doors are used correctly. **The fire door should be kept closed at night as should the bedroom doors.**
3. Signs and ask people not to smoke indoors
4. Store cleaning materials in designated areas.
5. Appropriate service and testing regime, keep clear of combustible materials
6. Use equipment as per instructions, PAT regime in place, minimize trailing cables, do not overload fuses, appropriate trips on circuits
7. Ensure cookers are never left unattended when on.
8. Ensure gangways are kept clear, heaters are kept clear and occupiers are aware of exits.

Note – This building is fitted with a smoke detection system. This MUST be tested regularly and staff trained what to do in an emergency. Extinguishers are also presented and tested yearly. All occupiers are told where the 'FIRE ACTION' information is sited and should understand what to do in an emergency.