

DRIFTWOOD FIRE RISK ASSESSMENT

Fire risk assessment checklist – Small premises with paying guests

Responsible person (e.g. employer) or person having control of the premises:

Sally D'Anger

Address of premises:

Driftwood, 169 Jasmine Way, St Merryn Park, Padstow, Cornwall, PL288TF

Number of floors:

1

Number of rooms:

9 in total 4 bedrooms

Construction:

1980's block construction.

Date of fire risk assessment:

23rd August 2023

Date of previous fire risk assessment:

NA

Suggested date for review:

23rd August 2024

Fire hazards and controls

Are fixed electrical installations inspected and tested every 5 years?

Yes

Are electrical appliances periodically inspected and tested?

Yes

Is the use of trailing leads and adaptors avoided where possible?

Yes

Are gas appliances inspected and tested every 12 months?

N/a

Is smoking permitted on the premises?

No – No smoking notices displayed

Are suitable arrangements in place for those who wish to smoke?

Yes – suitable ashtrays outside

Are the premises adequately secured to prevent unauthorised access?

Yes

Are combustible materials, waste and refuse bins stored safely clear of the premises or in purpose-built compounds/rooms?

Yes

Are fixed heating systems subject to periodic maintenance?

Yes

Are portable heaters subject to periodic inspection and used safely?

N/a

Are there adequate fire precautions in the use of open fires and log burners? e.g. regular chimney sweeping

N/a

Are adequate measures taken to prevent fires from cooking equipment? e.g. prohibiting deep fat fryers

Yes

Are filters and ductwork subject to regular cleaning?

Yes

Is the standard of housekeeping adequate to avoid the accumulation of combustible materials and waste

e.g. from tumble dryers?

Yes

Are combustible materials kept separate from ignition and heat sources?

Yes

Is it ensured that all contractors who undertake work on the premises are competent and qualified?

Yes

Are suitable measures in place to address the fire hazards associated with the use and storage of dangerous substances?

Yes

Are there any other significant fire hazards in the premises?

yes

If the answer to the above question is yes, please list each hazard and any control measure to reduce the risk of fire, in the box below. If the answer to any question is no, include suitable action within the Action Plan.

Risk - Bedroom opening onto kitchen area, risk of fire in kitchen affecting means of escape.

Mitigation of risk – Fire door between bedroom & kitchen. Two possible escape routes accessible through fire door.

Window escape, guests advised not to use room if mobility would prevent them escaping via the escape window.

Escape window labeled.

FD40 DOORS FITTED TO A 4 BEDROOMS

EXTERNAL DOOR FITTED TO BEDROOM 1 TO SERVE AS EXTRA MEANS OF ESCAPE FOR 3 BEDROOMS

Fire protection measures

Are all escape routes kept clear of obstructions to enable people to escape safely?

Yes

Are all fire exits easily and immediately openable?

Yes

Are distances to final exits considered reasonable?

Yes (EXTRA EXTERNAL DOOR FITTED TO BEDROOM 1)

Do the walls and structures protecting the stairway and escape routes provide an adequate level of fire resistance?

Yes

Is the fire resistance of doors to stairways and escape routes considered adequate?

Yes FD 40S doors installed

Where necessary, are doors fitted with suitable self-closing devices that close the doors effectively?

N/a

Are there adequate levels of artificial lighting provided in the escape routes?

Yes –

Where necessary, has a reasonable standard of emergency escape lighting been provided?

Yes - plug in torches and borrowed light from street.

Where necessary, is a reasonable standard of fire exit and fire safety signs provided?

Yes

**Are smoke and/or heat alarms/detectors provided and is the extent and coverage considered adequate?
Consider also CO alarms.**

Yes

Is there a reasonable provision of firefighting equipment (fire extinguishers, fire blankets)?

Yes

Record brief details of the above measures in the box below. If the answer to any question is no, include

suitable action within the Action Plan.

Hard wired & linked smoke detectors in all bedrooms & sitting room.

FD 40 doors fitted to all bedrooms.

External door fitted to bedroom 1 to serve as extras means of escape to 3 bedrooms.

Heat detector in kitchen.

Fire blankets & extinguishers in kitchen, by back door for BBQ & in front porch.

Fire notices advising of action to be taken in the event of a fire displayed.

Fire safety advise displayed in guest information book.

No smoking signs.

No candles permitted.

No charging of e bikes /scooters permitted.

Guests advised only to use approved charging devises for phones/ straighteners / hair dryers.

Management of fire safety

Are procedures in the event of fire appropriate and documented?

Yes

Is the information on fire safety and the action to take in the event of a fire given to guests?

Yes

Are any staff members given regular instruction and training on the action to take in the event of a fire?

N/a

Are frequent checks carried out to ensure exit routes are kept clear and fire exits remain easily openable?

Yes

Are periodic checks carried out on fire doors to ensure they remain in good condition and close effectively?

Yes

Are domestic smoke and heat alarms tested at least monthly? Include CO alarms in testing.

Yes (Alarms tested every changeover)

Where fitted, are weekly testing and six-monthly servicing routines in place for the fire detection and alarm system?

N/a

In self-catering premises, are all smoke/heat alarms (or fire detection and alarm systems, where fitted) tested at every changeover?

Yes – manual record kept

Where fitted, are monthly and annual testing routines in place for the emergency escape lighting?

N/a

Where provided, are fire extinguishers subject to annual maintenance?

Yes

Are records of testing and maintenance maintained?

Yes

Record brief details of the above measures in the box below. If the answer to any question is no, include suitable action within the Action Plan.

Fire notices displayed.
Fire safety advise in guest information book.
Smoke & heat detectors tested on every changeover.
Tumble dryer lint filter vacuumed at every changeover & guests advised to empty after every use.
Visual check of extinguishers and blankets at every changeover.
Visual check of escape routes checked at every changeover.

Action plan

If any of the above boxes are ticked with a 'No', the deficiencies should be described below, along with proposed action for rectification.

Item	Deficiency	Proposed action	Timescale	Person responsible