


Stafford Rural Homes  
Fire Risk Assessment

	Address of Premises						
	Type of Occupancy						
	Date of Construction	<b>Type of Construction</b>	<b>Storeys</b>		<b>Walls</b>	Brick	Concrete
		<b>Roof</b>	Flat	Pitched	Mansard	<b>Floor</b>	Solid
<b>Item</b>							
	Item Yes No N/a	Existing Controls	Adequate Yes/No	Recommendations	Risk High, Low Normal		
<b>Building Design</b>							
Is the building a listed building							
Could the building design aid fire spread?							
Does the building have an open atrium?							
Does the building have timber panelling to walls?							
Are corridors over 12 metres long without subdivision?							
Does the building have air conditioning?							
Are Service areas separated from sleeping accommodation?							
Do the premises have a passenger lift?							
Does the premises have any false ceilings?							
<b>Services</b>							
Is the electrical wiring system subject to an installation test?							
Is the mains electrical intake available in an emergency?							

Stafford Rural Homes  
Fire Risk Assessment

Item	Item Yes No N/a	Existing Controls	Adequate Yes/No	Recommendations	Risk High, Low Normal
Are the consumer boxes protected by residual circuit breakers?					
Is the mains gas system and appliances subject to an annual safety inspection?					
If the main heating system is oil or LPG is it subject to a suitable annual maintenance and inspection regime					
<b>Sources of Fuel (pages 7-9)</b>					
Does all furniture meet flame retardant covers and foam standards?					
Are all curtains and drapes meet flame retardant treated?					
Do carpets and rug meet flame retardant standards?					
Are there any silk or plastic flower displays?					
Do areas of common room or corridor walls have large areas of posters or leaflets					
Are there any flammable liquids present, in use or in storage?					
Are there any LPG cylinders or aerosols (however small) present, in use or in storage?					
Is paper (office, Toilet, kitchen or hand towels) reduced to minimum and stored safely?					

Stafford Rural Homes  
Fire Risk Assessment

Item	Item Yes No N/a	Existing Controls	Adequate Yes/No	Recommendations	Risk High, Low Normal
Are there any combustible chemicals (cleaning materials) present, in use or in storage					
Is furniture arranged to avoid accidental heating by radiated heat?					
Are there any medical oxygen cylinders in use?					
Are there any medical oxygen cylinders in storage?					
Are there any motorised wheelchairs or scooters in use with lead acid batteries?					
Are contractors likely to introduce any fuel source					
<b>Ignition Sources (pages 10-13)</b>					
Are electrical multi adaptors in use?					
Are extension leads in use?					
Are portable heating appliances in use (consider mains electric or gas failure)?					
Are portable heating systems fixed and guarded to avoid knocking over or accidental coverage?					
Are Candles in use or positioned where curtains or drapes may be ignited?					

Stafford Rural Homes  
Fire Risk Assessment

Item	Item Yes No N/a	Existing Controls	Adequate Yes/No	Recommendations	Risk High, Low Normal
Are light bulbs the correct wattage for their covers or shades? (too hot will cause discolouration or singe)					
Are halogen lights in use and in a safe position? If so can they be replaced by cooler type lighting?					
Are motorised wheelchairs or scooters recharges in a safe position					
Is smoking permitted and managed?					
Is cooking in a common kitchen allowed?					
Is frying of food undertaken or chips cooked in any way other than oven chips or the use of a deep fat fryer?					
Is access to the common kitchen restricted to authorised persons only?					
Are kitchen work surfaces free from combustible materials around cookers, grills, toasters and any other heat producing equipment?					
Are contractors likely to introduce any ignition source?					
Is a hot work permit system in use?					
Are external waste bins secure and at least 6 metres away from the building?					
Are electrical appliances left switched on when not in use?					

Stafford Rural Homes  
Fire Risk Assessment

Item	Item Yes No N/a	Existing Controls	Adequate Yes/No	Recommendations	Risk High, Low Normal
Is there any combustible structure (shed etc) adjacent to the building which may aid fire spread?					
<b>People at Risk (pages 14-16)</b>					
Are there elderly people who may need assistance in the event of a fire?					
Are there disabled people who may need assistance in the event of a fire?					
Are there deaf or blind people who may need assistance in the event of a fire?					
Are children likely to be present and who may need assistance in the event of a fire?					
Are there people who may be on medication to help them to sleep who may need assistance in the event of a fire?					
Are contractors and visitors likely to be in danger in the event of a fire and is there visitor adequate control?					
Are areas of high fire risk restricted access to staff only					
<b>Dangerous Substances (pages 17-24)</b>					
Are there any dangerous substances within the boundary of the premises that may pose a risk in a fire situation					
<b>Firefighter Protection (page26)</b>					
Do any lifts have a fireman's override switch for priority use					

Stafford Rural Homes  
Fire Risk Assessment

Item	Item Yes No N/a	Existing Controls	Adequate Yes/No	Recommendations	Risk High, Low Normal
Is there suitable and clear access for fire engines?					
? Is there clear access around the building for firefighting or rescue purposes?					
Is there a dry rising main and is it inspected periodically					
Is there an information system or plan of the building available to the fire service in case of an emergency?					
<b>Spread of fire (page 27)</b>					
Is the building suitably compartmented i.e. divided by fire resisting walls and doors to form smaller compartments?					
Are corridors suitably compartmented (corridors over 12 metres long should be sub-divided)?					
Are false ceilings fire stopped at structural walls and above fire resisting doors (especially in corridors)?					
Are common roof voids suitable fire stopped at compartment walls?					
Are fire resisting doors fitted with suitable intumescent strips and smoke seals?					
Do fire resisting self closing doors fit into door frame rebates effectively?					

Stafford Rural Homes  
Fire Risk Assessment

Item	Item Yes No N/a	Existing Controls	Adequate Yes/No	Recommendations	Risk High, Low Normal
Are there large areas of walls with posters, notices or displays that could assist fire spread?					
Are the housekeeping arrangements for waste materials adequate?					
<b>Firefighting and Detection (pages 28-30)</b>					
Are there sufficient fire extinguishers in the premises?					
Are the fire extinguishers suitable for the fire risk?					
Are sufficient numbers of staff trained in the use of fire extinguishers?					
Are fire extinguishers suitably mounted on brackets or stands?					
Is there a fire warning system installed with break glass alarm points by every exit?					
Is there automatic fire detection provided throughout the building with smoke detection in common rooms and corridors and heat detection provided in kitchens, boiler rooms and laundry areas?					
Is the main indicator panel sited in a convenient position adjacent to the main entrance with a plan layout of the building to aid fire fighters?					
Is there a telephone available to call the fire brigade in an emergency					

Stafford Rural Homes  
Fire Risk Assessment

Item	Item Yes No N/a	Existing Controls	Adequate Yes/No	Recommendations	Risk High, Low Normal
<b>Emergency Routes and Exits (pages 31-34)</b>					
Have any alterations been made to the premises since they were originally constructed?					
Do the alterations adversely affect the means of escape?					
Are all corridors and exit routes clear of combustible materials and trip hazards?					
Are there any dead end conditions where escape is in one direction only?					
Are dead end conditions suitably protected with fire resisting doors and walls along its length					
Are all fire doors (other than doors to flats) suitably indicated by fire door notices on each side?					
Are all doors required for escape purposes easily and immediately openable without the use of a key at all times?					
Are electronically controlled doors designed to fail safe on operation of the fire alarm?					
Are all final exit doors fitted with a suitable emergency fastening (push bar to open)?					

Stafford Rural Homes  
Fire Risk Assessment

Item	Item Yes No N/a	Existing Controls	Adequate Yes/No	Recommendations	Risk High, Low Normal
Is there a suitable "Push Bar To Open" notice above all such fastenings?					
Is the building DDA compliant for wheelchair users and disabled to assist safe evacuation?					
Are all exit doors suitably ramped to aid wheelchair evacuation?					
Are all corridors a minimum of 1 metre wide and suitable for wheelchair access/egress?					
Where lifts are installed are these safe to use in an evacuation, if not is there a suitable warning notice (Do Not Use In The Event Of A Fire) displayed?					
Is an escape lighting system provided?					
Is there sufficient illumination for stairs, exit doors Fire Points?					
Do staff and residents know how to raise the alarm and call the fire brigade in an emergency?					
Has an emergency evacuation drill been held for the benefit of staff and residents?					
Are there sufficient fire evacuation procedure notices provided and sited adjacent to each break glass alarm point?					
Is there an emergency plan to assist staff i.e. who to telephone, what assistance may be required etc?					

Stafford Rural Homes  
Fire Risk Assessment

Item	Item Yes No N/a	Existing Controls	Adequate Yes/No	Recommendations	Risk High, Low Normal
<b>Maintenance and Testing (page35-36)</b>					
Are fire resisting self closing doors routinely examined and maintained?					
Is the fire alarm system tested weekly using a different call point for each successive test?					
Are the automatic fire detection units subject to a periodic inspection and test by a competent engineer?					
Is the fire alarm system subject to an annual maintenance contract?					
Are records maintained and the log book kept available for inspection in an accessible place?					
Is the escape lighting system subject to regular examination and testing?					
Is the escape lighting system subject to an annual maintenance program by a competent engineer?					
Are records maintained and the log book kept available for inspection in an accessible place?					
Are fire extinguishers subject to a routine inspection to ensure that they have not been accidentally or deliberately discharged					
Are fire extinguishers subject to an annual maintenance service?					
Is air conditioning and extract systems subject to an inspection, maintenance and cleaning regime?					

Stafford Rural Homes  
Fire Risk Assessment