

# **EDUCATION AWAY! FIRE RISK ASSESSMENT 2020**

## **Preamble**

The buildings used by visitors at Plas Nantglyn are fairly small and consist of part of the main house and several outbuildings, all of which have been assessed in the past for fire risk by the local Fire Service. A Fire Certificate was held prior to The Regulatory Reform (Fire Safety) Order 2005. All the requirements of that certificate are still in place and in working order.

The previous smoke alarms were replaced in June 2015 with an interlinked smoke alarm system covering all areas used by visiting parties. There is one group of 15 (including 2 heat alarms) for the main building and one group of 10 for the outbuildings.

In the main building there is also a series of fire bell call points at all exits to the building and these sound the fire alarm bells. There are emergency lights in all areas. All alarms, emergency lights and door closers are tested at regular intervals by ourselves and the test results are recorded. The exit routes are marked with standard fire exit signs. The fire extinguishers etc. are serviced on an annual contract. The electrical system is subject to a full inspection to gain an IEE electrical safety certificate. This is done on a five-yearly basis. The most recent certificate was issued in February 2020.

By far the most serious risk of human injury through fire exists should a fire occur in the main building at night. The building was fitted with the necessary fire doors and alternative exit routes to comply with the Fire Officer's requirements in order to be granted a fire certificate. These remain and are in good order. There is an emergency torch in each adult's bedroom.

In the outbuildings there was no Fire Certificate requirement for any specific equipment as every area is very small and has a door leading outside and an additional exit. However, additionally we have installed emergency lighting, smoke alarms, extinguishers and fire exit signs in these buildings.

**Apart from having conducted a Fire Risk Assessment, in accordance with the 2005 order, and had that assessment audited by the Fire Service, the principal means of risk reduction is the taking of children and staff along the fire exit routes in the main house at the children's bedtime on the first night of their stay. This follows a talk, with a demonstration of the fire bell and smoke alarm sounds, given by us to all the children and their staff about how to act in the event of a fire. We also give a further reminder to staff before they go to bed.**

## **Fire Risk Assessment**

### 1. Identify Fire Hazards.

Sources of Ignition: Electrical circuits and electric fires, Rayburn and cooking appliances in kitchen, open fire in school dining room at night. Open fire and central heating boiler in private part of house. Match boxes.

Sources of Fuel: Petrol for lawnmowers etc. stored in garage in 2 x 5 litre containers. Gas bottles (2) for kitchen hob stored in locked wire cage. Other gas bottles stored in garage.

Sources of Oxygen: None except in the air. No air conditioning.

### 2. Identify People at Risk.

People working in the kitchen.

Children and staff unfamiliar with the premises.

Disabled visitors.

### 3. Evaluate, Remove or Reduce, and Protect from risk.

**Evaluate** Risk of fire starting is minimal. Electrical safety is up to date. Fixed electric fires all in good condition with safety cutouts. Children are not allowed to switch on or adjust fires themselves. In the kitchen only the Welch family work and they are fully familiar with the premises and the position of the fire blanket and extinguisher.

The oil-fired Rayburn has an oil safety cut-out in the event of overheating/fire. The open fire in the dining room is lit and tended by Messrs. Joe and Richard Welch and there is a good fireguard in place. There is no smoking throughout the building. The open fire in their private sitting room is tended by Mr. Richard and Mrs. Janette Welch and has a good fireguard in place. The oil-fired central heating boiler, which services the private part of the main building, is regularly serviced and has a safety cut-out.

Risk to people if a fire started is very limited. Proper, easy egress is available from all areas and smoke alarms and fire bells and signs are placed in all appropriate areas.

**Remove or reduce fire hazards and risks to people from a fire.** All exit routes are kept free from any obstructions.

The fire alarm system. An electric Fire Control Panel is backed up by batteries in case of power failure. There are 5 call points to 4 bells in the main building. There are lamps that indicate that the system is in order and, should a fault develop, there is a warning sound buzzer. In addition to the fire bells there are interlinked smoke alarms in every bedroom (both children's and adults') and on every landing, staircase and passageway as well as in the dining room and classroom. Bearing in mind: a) the small size of each of the buildings and their separate nature, together with the fact that the staff bedrooms are next to each of the children's dormitories, b) the large number of smoke alarms and c) the fire drill that is undertaken by Mr. Richard or Mr. Joe Welch in the presence of the staff and children just before the children go to bed on their first evening (see below in 4. Information and Instruction), we consider that there are adequate automatic detection arrangements in place.

**Protect people by providing fire precautions.** Fire precautions exist to the level required by the former Fire Certificate, and are kept up to date. There is an annual contract for the servicing and replacement of the extinguishers. Exit routes are clearly signed. At the same time we are reminded of how the different extinguishers work. The emergency lights (12), the smoke alarms (25), the fire bells (4), the fire bell call points (5) and the door closers on fire doors (20) are tested at the start of every month in the open season. These test results are recorded.

#### 4. Record, plan, inform, instruct and train.

There are no major findings to record as a result of this fire risk assessment. There are no other responsible staff to inform.

The emergency plan is simple and straightforward: A member of the Welch family will ring the Fire Brigade and they, together with the school's staff will evacuate people to the front yard for a check on numbers present.

Information and instruction. All school groups are given fire drill on their first evening here, by Mr. Richard and/or Mr. Joe Welch. This consists of questions and answers about what to do in case of fire, an identification of the fire exit routes for the outbuildings, the sounding of the fire bell and a smoke alarm and then those children and staff sleeping in the main building are walked along the fire exit routes. The date of each drill is recorded.

There are no staff training issues as no staff are employed other than a daytime cleaner who is fully aware of what to do in case of fire. The Welch family receive reminders on extinguisher use and tackling fires when the appliances receive their annual service.

#### 5. Review and make changes where necessary.

This Fire Risk Assessment is reviewed and reprinted before each season begins. If any incident were to occur an immediate review would take place. Any required changes would be implemented at once.

('The Welch family' and 'We' above refer to Mr Richard and Mrs Janette Welch and Mr Joe and Mrs Jennifer Welch)

R.P.Welch February 2020

Education Away, Plas Nantglyn, Nantglyn, Denbigh LL16 5PW 01745 550326