

Hertfordshire County Scout Council

Phasels Wood Activity Centre

Fire Risk Assessment



1 Building - Afon Conquest

Designated use - Indoor hall

Approximate size – 18m x 8m

Number of beds – N/A Non sleeping accommodation

Number of floors – Single storey

Roof construction – Steel sheeting on timber frame

Walls – Timber frame all wood clad

Internal linings- Timber with plasterboard

Floors – Wood with vinyl overlaid

Means of escape – Via fire exit doors (it is understood that whenever the premises are occupied no exit door is secured in such a manner that it is not easily and immediately openable)

Fire Fighting equipment – 1 x FOAM, 1 x WATER type extinguishers.

Fire Alarm system – N/A

Heating/hot water/cooking – Wall mounted natural gas combi boiler.
Wet heating system throughout building.

Gas shut off valve at rear of building.

Electrical installation - 240 volt supply throughout. Fuse board fitted in main hall.

General Lighting - 240 volt supply throughout

Emergency Lighting – Maintained throughout

Signs and Notices – All to current standards

Furnishings – Only fire retardant furnishings as fitted in buildings are permitted.

2 Personnel Involved **Instructors/Staff/Campers/Visitors**
Number of people **1 – 100**

3 Potential Hazards	4 Risk Level
1 Waste	Low
2 Doors	Low
3 Smoking	Low
4 Cleaning Equipment and chemicals	Low
5 Electrical equipment	Low

5 Measures Taken to Control Hazards

- 1 Ensure floor area kept clear, combustible material tidied away and waste bins cleared regularly.
- 2 Ensure doors are open whilst building is in use. Ensure signage is present
- 3 Signs and ask people not to smoke indoors.
- 4 Store cleaning materials in designated areas, chemicals secured, COSHH and product specific training as appropriate. Remove industrial/flammable chemicals from buildings.
- 5 Use as per manufacturers instructions, PAT regime in place, minimise trailing cables, do not overload fuses, appropriate trips on circuits

NOTE - Extinguishers are present and tested yearly. All occupiers are supplied “Fire Action” information prior to arrival and should understand what to do in the case of an emergency.

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