

FIRE SAFETY RISK ASSESSMENT FOR RICKERBY HOUSE

RICKERBY HOUSE IS A STRICTLY NO-SMOKING ZONE

PEOPLE AT RISK AT RICKERBY HOUSE INCLUDE BOTH GUESTS AND EMPLOYEES OR CONTRACTORS OF EITHER CUMBRIAN COTTAGES OR THE OWNERS OF RICKERBY HOUSE

PEOPLE ESPECIALLY AT RISK - THE MOST VULNERABLE GUESTS ARE YOUNG CHILDREN, THE ELDERLY, OR THOSE WITH MOBILITY DIFFICULTIES, ALL OF WHOM MAY BE UNABLE TO ESCAPE WITHOUT ADULT ASSISTANCE

NOTE – A **FIRE EXTINGUISHER** IS IN THE KITCHEN BY THE WINDOW. IF THERE IS A FIRE AND YOU CANNOT PUT IT OUT WITH THE EXTINGUISHER OR IT IS UNSAFE TO EVEN TRY TO DO SO, THEN PLEASE, WITHOUT HESITATION –

- GET EVERYONE OUT OF THE HOUSE IMMEDIATELY USING THE FOUR DOORS / ESCAPE ROUTES – ALWAYS KNOW WHERE THE KEYS FOR ALL OF THESE ARE
- CLOSE INTERNAL DOORS BEHIND YOU AS YOU LEAVE EACH ROOM TO TRY TO CONTAIN THE FIRE
- CALL 999 AND TELL THEM “**THERE IS A FIRE AT RICKERBY HOUSE IN PORTINSCALE VILLAGE – 250 YARDS PAST THE FARMERS PUB, ON THE RIGHT, ON THE BROW OF THE HILL**”. IF YOU DO NOT HAVE A MOBILE PHONE, RUN OUT OF THE FRONT DOOR, STRAIGHT ON DOWN THE HILL, AND THERE IS A PUBLIC PHONE 50 YARDS ON YOUR RIGHT.

NOTE – SMOKE ALARMS ARE FITTED IN HALLS ON GROUND FLOOR AND FIRST FLOOR – THE OWNERS TEST THESE BUT YOU SHOULD TEST THEM TOO. IF THEY ARE BEEPING PLEASE RING OUR CARETAKER AS PER NOTICE IN KITCHEN

NOTE – THERE ARE FOUR DOORS TO THIS PROPERTY SO FOUR ESCAPE ROUTES – THREE DOWNSTAIRS AND ONE UPSTAIRS. WHEN YOU ARRIVE GET THE KEYS FOR EACH FROM THE SMALL KEY CUPBOARD IN THE KITCHEN BY THE BACK DOOR, AND PUT THEM IN AN EASY AND CONVENIENT PLACE.

| ROOM | FIRE HAZARD | RISK? RISK REDUCTION | STEPS YOU MUST TAKE | ESCAPE ROUTE/S |
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| HALL AND UNDER-STAIRS CUPBOARD | ELECTRICITY METER AND WIRING | LOW RISK. ALL WIRING WAS DONE BY A QUALIFIED ELECTRICIAN | DO NOT HANG COATS OVER THE METER OR WIRING | DOWNSTRS : FRONT, SIDE, OR BACK DOORS. UPSTAIRS : DOOR THROUGH MAIN BEDROOM |
| SMALL LIVING ROOM | LOG BURNING STOVE CANDLES ELECTRICAL APPLIANCES | HIGH RISK SMOKE ALARM FITTED IN GROUND FLOOR HALLWAY | LOG-BURNER : INSTRUCTIONS PINNED UP IN KITCHEN. ALWAYS HAVE GLASS LOWERED. NEVER LEAVE MATCHES OR FIRELIGHTERS OUT. ONLY USE CANDLES ON SAFE SURFACE /CANDLESTICK NEVER LEAVE FIRE/CANDLES UNATTENDED. NEVER LEAVE PAPERS OR OTHER MATERIALS NEAR FIRE OR CANDLES TURN OFF APPLIANCES AT NIGHT | DOWNSTRS : FRONT, SIDE, OR BACK DOORS. UPSTAIRS : DOOR THROUGH MAIN BEDROOM |

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| DINING AREA | CANDLES | HIGH RISK | <p>ONLY USE CANDLES ON SAFE SURFACE /CANDLESTICK</p> <p>NEVER LEAVE CANDLES UNATTENDED. NEVER LEAVE PAPERS OR OTHER MATERIALS NEAR CANDLES</p> | <p>DOWNSTRS : FRONT, SIDE, OR BACK DOORS.</p> <p>UPSTAIRS : DOOR THROUGH MAIN BEDROOM</p> |
| PLAYROOM | ELECTRICAL APPLIANCES | LOW RISK | <p>TURN OFF APPLIANCES AT NIGHT</p> | <p>DOWNSTRS : FRONT, SIDE, OR BACK DOORS.</p> <p>UPSTAIRS : DOOR THROUGH MAIN BEDROOM</p> |
| KITCHEN | OVEN, GRILL, HOB, TOASTER, MICROWAVE | <p>MODERATE RISK</p> <p>FIRE EXTINGUISHER IS ON KITCHEN WALL NEAR WINDOW</p> | <p>TAKE GREAT CARE WHEN COOKING, ESPECIALLY WITH PANS AND PARTICULARLY WHEN COOKING WITH OIL.</p> <p>TURN APPLIANCES OFF WHEN NOT IN USE</p> | <p>DOWNSTRS : FRONT, SIDE, OR BACK DOORS.</p> <p>UPSTAIRS : DOOR THROUGH MAIN BEDROOM</p> |

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| <p>DOWNSAIRS TOILET</p> | <p>NONE IDENTIFIED</p> | <p>LOW RISK</p> | <p>DO NOT ALLOW NAKED FLAMES</p> | <p>DOWNSTRS : FRONT, SIDE, OR BACK DOORS. UPSTAIRS : DOOR THROUGH MAIN BEDROOM</p> |
| <p>UPSTAIRS BATHROOM</p> | <p>CANDLES</p> | <p>HIGH RISK</p> | <p>ONLY USE CANDLES ON SAFE SURFACE /CANDLESTICK</p> <p>NEVER LEAVE CANDLES UNATTENDED. NEVER LEAVE PAPERS OR OTHER MATERIALS NEAR CANDLES</p> | <p>DOWNSTRS : FRONT, SIDE, OR BACK DOORS. UPSTAIRS : DOOR THROUGH MAIN BEDROOM</p> |
| <p>LANDING & STAIRS</p> | <p>NONE IDENTIFIED</p> | <p>LOW RISK</p> <p>SMOKE ALARM IS FITTED ON LANDING</p> | <p>NO NAKED FLAMES</p> | <p>DOWNSTRS : FRONT, SIDE, OR BACK DOORS. UPSTAIRS : DOOR THROUGH MAIN BEDROOM</p> |
| <p>ALL BEDROOMS</p> | <p>ELECTRICAL LAMPS</p> | <p>LOW RISK</p> | <p>DO NOT PUT CLOTHES OR MATERIALS ON OR NEAR LAMPS. DO NOT KNOCK LAMPS OVER.</p> | <p>DOWNSTRS : FRONT, SIDE, OR BACK DOORS. UPSTAIRS : DOOR THROUGH MAIN</p> |

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| | | | <p>DO NOT LEAVE ON AND UNATTENDED.</p> <p>NO SMOKING.</p> <p>NO NAKED FLAMES.</p> | BEDROOM |
| UTILITY ROOM OFF KITCHEN | GAS BOILER / WASHING MACHINE / TUMBLE DRYER | LOW RISK | SWITCH OFF ELECTRICAL APPLIANCES WHEN NOT IN USE | <p>DOWNSTRS : FRONT, SIDE, OR BACK DOORS.</p> <p>UPSTAIRS : DOOR THROUGH MAIN BEDROOM</p> |