

Hertfordshire County Scout Council

Lochearnhead Scout Station

Fire Risk Assessment



1 Building - Pullman Rooms

Designated use - Sleeping accommodation.

Approximate size – 21m x 3m.

Number of beds – 14 Single Beds in 7 rooms.

Number of floors – Single storey.

Roof construction – Timber covered with felt and tin.

Walls – Timber construction covered in timber cladding.

Internal linings- Plasterboard/paint.

Floors – Concrete with Altro flooring.

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 Water, 1 x Foam based extinguishers.

Fire Alarm system – Vigilon Compact fire alarm control panel with detectors and sounders throughout wired with low smoke cable. Located in station master office.

Heating – Wall mounted electric radiators throughout building.

Electrical installation - 240-volt supply throughout. Fuse board fitted in exterior box.

General Lighting - 240-volt supply throughout.

Emergency Lighting – Non maintained throughout.

Signs and Notices – All to current BS.

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

2	Personnel Involved	Instructors/Staff/Campers/Visitors
	Number of people	1 – 14

3	Potential Hazards	4	Risk Level
1	Uncontrolled waste.		Low
2	Defective, misuse/obstruction of doors.		Low
3	Smoking.		Low
4	Misuse of cleaning equipment and chemicals.		Low
5	Misuse/unmaintained electrical equipment.		Low
6	Obstructed walkways in bedrooms.		Low

5 Measures Taken to Control Hazards

- 1 Ensure floor area kept clear, combustible material tidied away, waste bins emptied regularly. Good housekeeping.
- 2 Ensure doors are unlocked whilst building is in use. Ensure correct is fitted.
- 3 Warning signs and smoking totally prohibited.
- 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 consumer units (trip) circuits.
- 6 Ensure walkways/means of escape are kept clear, occupiers are aware of exits/ fire drill.

NOTE - This building is fitted with a Fire alarm system. This MUST be tested regularly, staff trained what to do in an emergency. Extinguishers are also present and serviced annually. All occupiers are supplied "Fire Action" information prior to arrival and should understand what to do in the case of an emergency.

Compilation date -	AUG 2023	Compiled by: DS
Review period -	12 Months	Reviewed by: MB
Reference Number -	LOCH/FIRE006	Review Date: 28.02.24