

Hertfordshire County Scout Council

Lochearnhead Scout Station

Fire Risk Assessment



1 Building - Ranger Cabin

Designated use - Sleeping accommodation.

Approximate size – 6m x 8m.

Number of beds – 5 Bunk Beds.

Number of floors – Single storey.

Roof construction – Timber covered with felt and tin.

Walls – Timber construction and timber cladding.

Internal linings- Mixture of plasterboard/ timber and paint.

Floors – Suspended timber covered 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 based fire extinguisher.

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/ oil fitted radiators throughout building.

Electrical installation - 240-volt supply throughout. (Circuit board fitted in lounge area.)

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 – 10

3 Hazards	4 Risk Level
1 Uncontrolled waste	Low
2 Defective, misuse / obstruction of doors	Low
3 Smoking	Low
4 Misuse of cleaning equipment / chemicals	Low
5 Misuse/ failure to maintain 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.
- 2 Ensure doors are unlocked whilst building is in use. Ensure signage is fitted.
- 3 Warning signs, NO smoking/smoking 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 trips on circuits.
- 6 Ensure walkways/means of escape are kept clear, occupiers are aware of exits.

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 installed and serviced annually. All occupiers are given "Fire Action" information prior to arrival and should understand what to do in the case of an emergency.

Compilation date -	September 2024	Compiled by:- KP
Review period -	12 Months	Reviewed by - DS
Reference Number -	LOCH/F002	