

Hertfordshire County Scout Council Lochearnhead Scout Station Fire Risk Assessment



1 Building - Ben Ledi and Ben Vane Cabin

Designated use - Sleeping accommodation.

Approximate size – 3m x 5m.

Number of beds – 2 Bunk Beds.

Number of floors – Single storey.

Roof construction – Felt on timber deck.

Walls – Timber framed; timber clad.

Internal linings- Timber.

Floors – Timber covered with Altro flooring.

Means of escape – Via fire exit door (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. Fuse board fitted in entrance lobby.

General Lighting - 240-volt supply throughout.

Emergency Lighting – Non maintained throughout.

Signs and Notices – All meet current BS.

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

2	Personnel Involved	Instructors/Staff/Campers/Visitors
	Number of people	1 – 4

3 Hazards	4 Risk Level
1 Uncontrolled Waste	Low
2 Defective Doors	Low
3 Smoking	Low
4 Unmanaged cleaning equipment and chemicals	Low
5 Misuse of electrical equipment	Low
6 Obstructed means of escape	Low

5 Measures Taken to Control Hazards

- 1 Ensure floors kept clear, combustible material tidied away, and waste bins emptied regularly.
- 2 Ensure doors are open whilst building is in use. Ensure signage is present.
- 3 Warning signs, no smoking permitted on site.
- 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, modern circuit boards/trip switch.
- 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.

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Review period -	12 Months	Reviewed by - DS
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