



Risk Assessment- Fire

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| <p><u>Risk Band:</u> Medium Limited but well managed risk</p> | <p><u>Date Last Assessed:</u> January of Each year</p> |
| <p><u>Sites:</u> Peat Rigg Outdoor Training Centre, The Green House, the Barn, the site, and surrounding grounds.</p> | <p><u>Risk Assessment completed by:</u> Ian Thorpe</p> |
| <p><u>People at Risk:</u> All clients, staff, Peat Rigg staff, and other visitors to the site. <u>Especially at Risk:</u> Very young, less-abled and special needs</p> | <p>Policies and Risk Assessment annually reviewed by Ian Peckitt (Independent Health and Safety Advisor)</p> |

| Fire Control measures | Who May be affected | Control Measures in place |
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| <p>Fire alarm</p> <p>Emergency lighting, signage, detector heads, breakglasses.</p> <p>Fire extinguishers</p> <p>Escape routes</p> <p>Course Procedures</p> | <p>Peat Rigg Staff, Clients/Students, Visiting members of staff, Members of the public, Visitors/observers, Other site users.</p> | <ul style="list-style-type: none"> <li data-bbox="1216 331 1861 443">▪ Alarm system checked weekly by Peat Rigg staff and annually by external contractor. Recorded in weekly log. <li data-bbox="1216 448 1861 520">▪ Visual checks by Peat Rigg staff and annual check by external contractor <li data-bbox="1216 555 1816 627">▪ Annual check by external contractor, extinguishers updated as recommended <li data-bbox="1216 632 1794 703">▪ Visual checks, and picked up (to check weight) by PR staff. <li data-bbox="1216 823 1861 967">▪ All escape routes to be kept clear of obstructions, and appropriate signage to be in place. Visual check of magnetic fire doors by Peat Rigg staff on a weekly basis. <li data-bbox="1216 1007 1861 1150">▪ At the immediate start of each course a fire alarm practice will be held including verbal instruction and sounding of the alarm – this will be recorded in the weekly course report <li data-bbox="1216 1155 1861 1227">▪ All course participants will be told about, and shown the fire assembly point <li data-bbox="1216 1232 1839 1337">▪ The fire log will be filled in for each course which will detail who is sleeping in which rooms |

Other ignition sources

The Barn and the Biomass boiler

- All staff to be aware of any physical limitations that any course participant may have and the implication for their evacuation from the buildings
- One member of Peat Rigg staff will be on duty each night – in the event of a fire alarm or incident they will conduct the fire roll call
- Course members to be kept away from the main higher risk areas, and to be kept locked when Peat Rigg staff are not present.

- Peat Rigg operates a strict no smoking rule inside the buildings.
- All mobile electrical appliances tested annually by a suitable qualified external contractor
- Staff to ensure that electrical sockets are not overloaded
- Propane tank to be kept as a no go area for groups

- Procedures for operating the biomass boiler to be explained to all group members involved in adding wood

- Peat Rigg staff member to supervise all operations concerning the opening of the boiler

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| <p>Other risks away from the Peat Rigg buildings</p> | | <ul style="list-style-type: none">▪ All flammable products to be kept a minimum of 5 metres from the boiler ▪ Whenever any course involves a fire being lit (either at the fire pit or away from Peat Rigg, staff are to ensure that it is very well supervised and that sensible behaviour is maintained. A bucket of water to be kept permanently at the fire pit site▪ When camping activities take place at Peat Rigg ensure that no smoking takes place inside tents and that all cooking takes place outside tents▪ Campfires and Bushcraft sessions to follow the procedures in the activities file |
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