

# Hertfordshire County Scout Council Phasels Wood Activity Centre Fire Risk Assessment



**1 Building - Afon Conquest**

**Designated use -** Indoor hall

**Approximate size –** 18m x 8m

**Number of beds –** N/A Non sleeping accommodation

**Number of floors –** Single storey

**Roof construction –** Steel sheeting on timber frame

**Walls –** Timber frame all wood clad

**Internal linings-** Timber with plasterboard

**Floors –** Wood with vinyl overlaid

**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 FOAM, 1 x WATER type extinguishers.

**Fire Alarm system –** N/A

**Heating/hot water/cooking –** Wall mounted natural gas combi boiler. Wet heating system throughout building.

***Gas shut off valve at rear of building.***

**Electrical installation -** 240-volt supply throughout. Fuse board fitted in main hall.

**General Lighting -** 240-volt supply throughout

**Emergency Lighting –** Maintained throughout

**Signs and Notices –** All to current standards

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

**2 Personnel Involved      Instructors/Staff/Campers/Visitors**  
**Number of people                      1 – 100**

<b>3 Potential Hazards</b>	<b>4 Risk Level</b>
1 Waste	Low
2 Doors	Low
3 Smoking	Low
4 Cleaning Equipment and chemicals	Low
5 Electrical equipment	Low

**5 Measures Taken to Control Hazards**

- 1 Ensure floor area kept clear, combustible material tidied away and waste bins cleared regularly.
- 2 Ensure doors are unlocked whilst building is in use. Appropriate BS fire signage fitted
- 3 Signage and legal requirement not to smoke in buildings
- 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

**NOTE - Extinguishers are present and tested yearly. 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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Compiled by: KP  
Reviewed by: DS