

Fire Risk Assessment form

(based on Ecclesiastical Insurance format)

Name of organisation St Andrew's Church

Address Ombersley, Droitwich

Assessment undertaken by L Hooper / R Thornton

Date 5 March 2010 (original assessment)
31 August 2017 (latest review by RT)

Review date November 2019

Area assessed Church nave, chancel, vestries, gallery,
utility area, boiler room

Under Additional controls you should note the additional measures that are needed to reduce the risk to an acceptable level, and record when they have been implemented

Risk details	Existing situation	Additional controls present or needed
<p>What are the fire risks?</p> <p>(Note details of flammable liquids, combustible materials, ignition sources, persons at risk)</p>	<p>Heating oil.</p> <p>Paper and books.</p> <p>Wooden structure and interior of church, pews, galleries.</p> <p>Principle ignition source: candles.</p> <p>All visitors at risk.</p>	<p>Small risk from oil.</p> <p>Water, CO₂ extinguishers are in place.</p> <p>Fire blankets are in place to deal with clothing fires (most likely from candles).</p>
<p>Can a fire be detected in a reasonable time and people warned?</p> <p>(Note details of any automatic fire detection system or other means by which fire can be detected)</p>	<p>Building is largely an open structure with good visibility.</p> <p>Note evacuation details in Safety Policy "Arrangements"</p>	

Risk details	Existing situation	Additional controls present or needed
<p>Can people in the building get out safely?</p> <p>(Note details of fire exit doors, escape routes, emergency lighting and signage)</p>	<p>Exit routes are main door (west) and vestry door (north-east). North and south doors are unlocked for functions and when church is exceptionally full.</p> <p>Exits are signed.</p> <p>Emergency torches in place.</p>	<p>Note: opening restrictor on vestry door must be unlocked when church is in use for services, functions etc.</p> <p>Risk assessments must be (and are) carried out when big events take place. Stewards are briefed and in place for these events.</p>
<p>Is there adequate fire-fighting equipment?</p> <p>(Note details of existing fire extinguishers, hose reels etc.)</p>	<p>9 litre water extinguishers near west door and in choir vestry.</p> <p>5 kg CO₂ extinguishers in choir vestry and utility area.</p> <p>Fire blankets in utility area and "portable" one as well.</p>	<p>Equipment deemed adequate by inspector from Sutton Fire Protection (August 2012) working for Safelincs.</p> <p>"Portable" fire blanket employed when candles are used by congregation.</p>
<p>Do people know what to do if there is a fire?</p> <p>(Note details of any written evacuation procedures)</p>	<p>Evacuation procedures covered in Safety Policy "Arrangements".</p> <p>Sidespeople and stewards are briefed for big events (covered by risk assessments).</p>	
<p>Are regular checks made that fire-fighting equipment is in place, maintained and people are trained in its use?</p> <p>(Note details of existing procedures for checking, maintaining and training)</p>	<p>Fire fighting equipment is checked / maintained annually under a long-term contract with Safelincs.</p> <p>Routine checks carried out during regular safety inspections.</p>	<p>Contract for 5 years. Inception date: September 2012</p>
<p>What effect would a fire have on our neighbours?</p> <p>(Note risks of spreading fire and evacuation on neighbouring premises)</p>	<p>None, other than extra traffic and fire appliances in the main road.</p>	