

# Fire Arrangements



## Introduction

Clubs should make adequate arrangements for fire prevention and fire evacuation. You may also wish to make arrangements for fire-fighting.

Many fires are caused by faults in electrical installations. Ensure that yours are well maintained (see section X.3 Safety of electrical equipment and installations).

Three things are needed to start and sustain a fire, these are shown in the fire triangle.

## What should we do?

- Carry out a fire safety risk assessment, identify sources of ignition and flammable substances
- Keep sources of ignition and flammable substances apart
- Ensure that flammable materials and waste are stored safely
- Keep fire exits and escape routes clearly marked and unobstructed at all times
- Avoid accidental fires, e.g. make sure heaters cannot be knocked over
- Ensure good housekeeping at all times, e.g. avoid build-up of rubbish that could burn
- Check regularly to ensure that;
  - escape routes and fire exit doors are
    - adequate and effective for the number of people using the building; and
    - kept clear and unobstructed.
  - no flammable materials are stored close to the fire escape routes or under stairs
- Consider how to detect fires and how to warn people quickly if they start, e.g. installing smoke alarms and fire alarms or bells
- Have the correct fire-fighting equipment for putting a fire out quickly
- Ensure that fire-fighting equipment is in place and tested regularly in line with the manufacturer's guidance and that people know how to use it
- Ensure that people understand that fire extinguishers will not be effective on anything other than a very small fire.
- Ensure people know what to do if there is a fire and how to raise the alarm
- Practice fire evacuation drills at least once a year.
- Ensure that fire doors are not wedged open, they are intended to stop the spread of fire and smoke.
- Review and update your risk assessment regularly
- Fit smoke or rate of heat rise detectors and ensure that they are regularly checked.



## Legal Requirements

The relevant regulations are the

The Dangerous Substances and Explosive Atmospheres Regulations 2002 (DSEAR)

The Regulatory Reform (Fire Safety) Order 2005

## Further Information

For further information see

<http://www.hse.gov.uk/toolbox/fire.htm>

