

# **FIRE RISK ASSESSMENT**

## **The Garden House**



The Garden House is a one bedroom open plan detached bungalow.

Responsible person (e.g. employer) or person having control of the premises:

Jon & Jill May

Address of premises:

The Garden House, Porthloo, St Marys, Isles of Scilly, TR21 0NE

Number of floors:

1

Number of  
bedrooms:

1

Construction:

Render on timber & slate roof

Date of fire risk assessment:

January 2024

Date of previous fire risk assessment:

March 2018

Suggested date for review:

January 2027

## Fire hazards and controls

**Are fixed electrical installations inspected and tested every 5 years?**

Yes  / No

**Are electrical appliances periodically inspected and tested?**

N/a  Yes  No

**Is the use of trailing leads and adaptors avoided where possible?**

Yes  No

**Are gas appliances inspected and tested every 12 months?**

N/a  Yes  No

**Is smoking permitted on the premises?**

Yes  No

**Are suitable arrangements in place for those who wish to smoke?**

N/a  Yes  No

**Are the premises adequately secured to prevent unauthorised access?**

Yes  No

**Are combustible materials, waste and refuse bins stored safely clear of the premises or in purpose-built compounds/rooms?**

Yes  No

**Are fixed heating systems subject to periodic maintenance?**

N/a  Yes  No

**Are portable heaters subject to periodic inspection and used safely?**

N/a  Yes  No

**Are there adequate fire precautions in the use of open fires and log burners? e.g. regular chimney sweeping**

N/a  Yes  No

**Are adequate measures taken to prevent fires from cooking equipment? e.g. prohibiting deep fat fryers**

N/a  Yes  No

**Are filters and ductwork subject to regular cleaning?**

N/a  Yes  No

**Is the standard of housekeeping adequate to avoid the accumulation of combustible materials and waste e.g. from tumble dryers?**

Yes  No

**Are combustible materials kept separate from ignition and heat sources?**

Yes  No

**Is it ensured that all contractors who undertake work on the premises are competent and qualified?**

Yes  No

**Are suitable measures in place to address the fire hazards associated with the use and storage of dangerous substances?**

N/a  Yes  No

**Are there any other significant fire hazards in the premises?**

Yes  No

If the answer to the above question is yes, please list each hazard and any control measure to reduce the risk of fire, in the box below. If the answer to any question is no, include suitable action within the Action Plan.

## **Fire protection measures**

**Are all escape routes kept clear of obstructions to enable people to escape safely?**

Yes  No

**Are all fire exits easily and immediately openable?**

Yes  No

**Are distances to final exits considered reasonable?**

Yes  No

**Do the walls and structures protecting the stairway and escape routes provide an adequate level of fire resistance?**

N/a  Yes  No

**Is the fire resistance of doors to stairways and escape routes considered adequate?**

N/a  Yes  No

**Where necessary, are doors fitted with suitable self-closing devices that close the doors effectively?**

N/a  Yes  No

**Are there adequate levels of artificial lighting provided in the escape routes?**

Yes  No

**Where necessary, has a reasonable standard of emergency escape lighting been provided?**

N/a  Yes  No

**Where necessary, is a reasonable standard of fire exit and fire safety signs provided?**

N/a  Yes  No

**Are smoke and/or heat alarms/detectors provided and is the extent and coverage considered adequate?  
Consider also CO alarms.**

Yes  No

**Is there a reasonable provision of firefighting equipment (fire extinguishers, fire blankets)?**

Yes  No

Record brief details of the above measures in the box below. If the answer to any question is no, include suitable action within the Action Plan.

Linked smoke alarms are fitted in each room along with a mains power failure torch in the bedroom. The front door has a thumb turn lock and the bedroom door is solid wood. A fire extinguisher & fire blanket are provided and there is a 'Fire Action Plan' poster by the front door. PAT testing is undertaken annually and electrical inspections every 5 years.

## **Management of fire safety**

**Are procedures in the event of fire appropriate and documented?**

Yes  No

**Is the information on fire safety and the action to take in the event of a fire given to guests?**

Yes  No

**Are any staff members given regular instruction and training on the action to take in the event of a fire?**

N/a  Yes  No

**Are frequent checks carried out to ensure exit routes are kept clear and fire exits remain easily openable?**

Yes  No

**Are periodic checks carried out on fire doors to ensure they remain in good condition and close effectively?**

Yes  No

**Are domestic smoke and heat alarms tested at least monthly? Include CO alarms in testing.**

Yes  No

**Where fitted, are weekly testing and six-monthly servicing routines in place for the fire detection and alarm system?**

N/a  Yes  No

**In self-catering premises, are all smoke/heat alarms (or fire detection and alarm systems, where fitted) tested at every changeover?**

N/a  Yes  No

**Where fitted, are monthly and annual testing routines in place for the emergency escape lighting?**

N/a  Yes  No

**Where provided, are fire extinguishers subject to annual maintenance?**

N/a  Yes  No

**Are records of testing and maintenance maintained?**

Yes  No

Record brief details of the above measures in the box below. If the answer to any question is no, include suitable action within the Action Plan.

Alarms and torch are tested on each changeover & training is given to staff on how to do so.  
Records are kept of when periodic testing is required and when smoke alarms need replacing.  
This FRA is available on our website for guests to read prior to arrival as well as in the information pack in the property.

# Action plan

If any of the above boxes are ticked with a 'No', the deficiencies should be described below, along with proposed action for rectification.

Item	Deficiency	Proposed action	Timescale	Person responsible