# Self-Catering Fire Risk Assessment Example

This example Fire Risk Assessment Template has been developed in collaboration with the National Fire Chiefs Council. You can download the free Fire Risk Assessment template from [VisitEngland’s Business Advice Hub](http://www.visitengland.org/fire).

**Address of property assessed:**

**The Old Library, Town, County, Postcode**

**Name and position of person undertaking the assessment:**

**John Smith, owner**

**Date of assessment:**

**25th April 2020**

**Number of floors/area:**

**Two floors, 185m²**

**Use:**

**Self-catering property**

## Step 1 - Identify fire hazards and fire risks

### Electrical wiring and appliances

All wiring and appliances were checked and passed as satisfactory by a qualified electrician on 12th March 2020.

There are no trailing wires.

The fuse board has been checked and correctly upgraded for the needs of the house, including circuit breakers.

Appliances have been registered with the manufacturer and are checked at the end of every let. Lint filters are also cleaned at the end of every let.

### Cooking – especially deep-fat frying

There are instructions for use of the electric oven.

The hob is gas and self-ignites. The appliance was last checked by a Gas Safe registered engineer in May 2019.

Extraction vents above the cooker are cleaned every 3 months.

There is no facility for deep-fat frying.

### Smoking

There is a no-smoking policy throughout the property, including e-cigarettes.

### Candles

There are no candles or tea lights in the property.

### Heaters and boilers

The boiler is a gas combination boiler and it is regularly serviced in May each year by a Gas Safe registered engineer.

A carbon monoxide detector is located in the living room.

### Open fires and burners

There is no open fire in the property.

### Elements of structure

The ground floor is concrete covered with wood planks.

The first floor is wooden.

The walls are brick, covered with plasterboard.

There are no coverings to walls or ceilings.

### Furniture and furnishings

All furniture and furnishings that need to comply with the Furniture and furnishings (Fire Safety) regulations for rental accommodation do so.

### Domestic waste

Domestic waste is stored in a bin under the sink. The bin is quite small and would need to be emptied regularly.

The rooms all have waste paper baskets but are not kept near any sources of ignition.

### Other items – e.g. petrol for lawnmowers, cleaning materials etc.

The lawn mower and strimmer are both electric and are stored in an outside shed.

### Activities that might cause a fire, including work processes and procedures

A barbecue is available for outside use but is well away from the house.

The barbecue had a lid which can be used to extinguish any fire which gets out of control.

### Other

Write information on any other sources of ignition here.

## Step 2 - Identify people at risk

### Number of guests

There are six beds in the property and one travel cot. It is likely that the small bedroom downstairs would be suitable for two children. The cot can be placed in any room.

The house is suitable for people with mobility limitation. The most appropriate bedrooms for these guests are on the ground floor and they are next to a back door.

### Number of staff and employees

Staff from a cleaning agency clean the property at the end of every let.

Domestic and agency staff are all over the age of 18 years.

## Step 3 – Evaluate the risks

### The fire detection and alarm system

There are two heat alarms, mains wired, and two smoke alarms, battery powered.

Spare batteries are kept in an accessible place and the domestic agency will replace them as required.

The smoke detectors are tested at the end of every let.

### Means of escape – detail the type of property

The house is two storeys – two bedrooms are on the ground floor, one bedroom is on the first floor.

### Means of escape – detail the number of exit doors and where they are

The front door is inward opening and opens directly into the living room.

The back door in the kitchen is outward opening and is kept clear.

There are also patio doors which open outwards from the living room.

### Evacuation procedures

Guests on the ground floor may use any of the doors depending on where they are at the time. Keys are kept in locks at all times.

If it is not possible to use the stairs, a door can be closed between the bedroom and the landing, to await help. The windows to this bedroom are easily reachable by a ladder and the windows open enough for an adult to get through.

The evacuation procedures are details in the guest information sheet.

### Escape lighting

A torch is kept in the kitchen. Its location is provided in the guest information sheet.

### Firefighting equipment

A fire extinguisher and fire blanket are fitted to the wall in the kitchen.