

Copley Scouting Centre
The Thicket Path, Westwood Road
St Ives, Huntingdon, Cambs, PE27 6DT
Fire Risk Assessment

1. Building – Copley Scouting Centre HQ Building
 - Designated Use – Hall, Kitchen & toilets
 - Hall Approximate size – 9.3m x 8.8 m (82m² or 881 ft²)
 - Hall maximum sleeping – 24
 - Number of floors – single storey with first floor office
 - Roof Construction – timber rafters with slate roof
 - Walls – Brick & block construction
 - Internal linings – Painted plaster
 - Floors – Concrete, screed & vinyl on the ground floor, timber & carpet to office
 - Means of Escape – Via Fire exit doors
 - Firefighting Equipment – 4 x Co₂, 5 x foam type extinguisher, fire blanket in kitchen
 - Fire Alarm System – generally smoke detectors, heat detector in kitchen & 4 fire break call points
 - Heating – electric heaters in hall
 - Hot water - electric water heaters
 - Cooking – electric cookers
 - General Lighting – 240volt supply throughout all have current regulation trip fuses
 - Emergency lighting – non-maintained throughout
 - Signs & Notices – All to current standards

2. Personnel involved – All Scouts/Guides/Leaders/Visitors

3. Potential Hazards Risk Level
 - A - Waste Low
 - B - Doors Low
 - C - Smoking Low
 - D - Cleaning equipment & chemicals Low
 - E - Electric heaters/equipment Low
 - F - Cooking Low
 - G - Hall Sleeping Low

4. Measures taken to control hazards
 - A - Ensure floor area is kept clear, combustible material tidied away and waste bins cleared regularly
 - B - Ensured doors are unlocked and fire exit signs are turned whilst building is in use. Ensure fire doors are used correctly
 - C - No smoking in building as signs
 - D - Cleaning chemicals stored in locked cupboard
 - E - Appropriate service and testing regime, Use equipment as per instructions, minimise trailing cables, do not overload fuses & circuits
 - F - Ensure cookers are never left unattended when on
 - G - Ensure gangways are kept clear, heaters are kept clear and occupiers are aware of exits
 - All building occupants to be aware what to do in an emergency