

Risk Assessment for Lambourne End Centre

Activity: Fire

Carried out/ reviewed by: Luke Killworth

Location: Lambourne End Centre

Hazard	People at Risk	Initial Risk	Controlling Measures to Minimise Risk	Residual Risk
Fire due to smoking	Guests Staff Site users	High	All smokers to be aware of smoking areas and where to dispose of cigarettes by liaising member of staff. Smoking bins to be emptied regularly. No smoking anywhere else on site. No smoking in any building.	Low
Fire due to cooking	Guests Staff Site users	High	Users to be shown how the ovens work. Stoves and ovens to be used only by responsible people and to never be left unattended. All stoves and ovens to be turned off after use. Fire Blankets to be at hand.	Low
Fire in Buildings	Guests Staff Site users	High	Rooms to be fitted with smoke detectors. Extinguishers to be at hand around buildings. All alarms and equipment to be regularly checked and maintained regularly. Fire doors in strategic positions as advised by West One Fire to restrict the speed at which the fire will spread. All doors used as a means of escape available and open without the need for a key. All routes to exits kept clear and groups told not to leave any trip hazards lying outside their rooms or in the courtyard. Liaising staff instruct visitors that in the case of a fire alarm sounding they should leave buildings immediately by nearest available exit, and make their way to the Fire Assembly Point. Liaising staff to brief groups on Fire Assembly point & evacuation procedure in the event of a fire alarm sounding. A full list of all people staying on site to be kept in the staff room so a roll-call can be carried out at the Assembly point.	Low

Hazard	People at Risk	Initial Risk	Controlling Measures to Minimise Risk	Residual Risk
Fire due to faulty electrical equipment	Guests Staff Site users	High	Electrical installation inspected every 5 years. PAT testing carried out annually.	Low
Fire due to improper storage of chemicals and flammable substances	Guests Staff Site users	High	COSHH risk assessments in place. All COSHH and flammable substances kept locked away and stored as recommended by manufacturers and following best practice guidelines. All COSHH materials to be used appropriately by trained users.	Low
Over crowding	Guests Staff Site Users	High	Distances to fire exits and useable floor space recommendations adhered to.	Low
Evacuation Procedure	Guests Staff Site users	High	Groups not to leave any trip hazards lying about outside their rooms or in the courtyard. Instruct people that in the case of a fire alarm sounding they must leave buildings quickly but in a controlled manner. A designated fire meeting point and group briefed on procedure to follow in the event of a fire alarm. A full list of all people staying on site to be kept so a roll-call can be carried out at the meeting point. Fire action poster displayed in each room.	Low

<p>Evacuating participants with SEND and ASN</p>	<p>Guests Staff Site users</p>	<p>Med</p>	<p>Staff should understand the needs of the participants they are responsible for and plan for evacuations. Staff ratios will be appropriate for emergencies.</p> <p>Where possible, participants are made aware of the procedures and what they should do in an emergency (using drills if possible).</p> <p>Support workers and 1-2-1 carers should be made aware of the fire procedures so that they can formulate their own plans for evacuations for themselves and the person in their care.</p> <p>Visiting groups are made aware of fire procedures so that they can formulate their own plans for SEND and ASN groups members during evacuations.</p>	<p>Low</p>
<p>Bed Spacing</p>	<p>Guests Site users</p>	<p>Med</p>	<p>As per guidance all beds are to be placed a minimum of 75cm apart.</p> <p>In Cedar where this is not possible as the gap is less than 75cm the window restrictor has been removed as to allow it to fully open and function as an additional fire exit stationery</p>	<p>Low</p>

This risk assessment has been approved by Lambourne End Ltd.'s Chief Executive Officer.

Name:

Rob Gayler

Signed:



Date:

04/02/2025