

Fire Risk Assessment Form

St James Centre Estcourt Crescent Devizes

Assessment undertaken by: Mike Wilmott

Date: Original Assessment 25/08/2020

Area assessed: St James Centre

What are the fire risks?

Centre kitchen - cooker, electrical equipment;

Remainder of centre - electrical equipment;

The risks are accidental - electrical equipment overheating; material left on cooker; and deliberate - arson attack by setting fire to combustible material.

The persons at risk are those people using the St James Centre.

Additional controls required to reduce the risk to an acceptable level:

- Ensure any waste bin is emptied weekly
- Ensure electrical equipment PAT tested
- Ensure nothing stored against heaters
- Ensure cooker plates turned off when not in use
- Lock building when not in use

Can a fire be detected in a reasonable time and people warned?

There is a smoke detection system installed in all main rooms except downstairs meeting room, and it is installed in the corridor and vestibule. This will alert anyone in the building to the presence of a fire as the bells are located on both floors. There are also two break glass alarm points

Additional controls required to reduce the risk to an acceptable level - none

Can people in the building get out safely?

There are two ground floor exits and a fire escape at first floor level. Fire Exits are directly from the SJC into the adjacent car park. The doors will allow for push opening from inside. Emergency lighting is operational and should enable an exit to be found.

Additional controls required to reduce the risk to an acceptable level – none

Is there adequate fire fighting equipment?

Churches Fire Security have inspected the building and provided the necessary fire fighting equipment. This consists of both water and foam filled extinguishers.

Additional controls required to reduce the risk to an acceptable level – none

Do people know what to do if there is a fire?

Sound the alarm and leave the building.

If there is a mobility issue on the first floor, wait for rescue in refuge area.

From the upstairs, there is an external fire escape to the car park. From the downstairs, there are two exits to the car park. From the office and kitchen, the shortest route is via the main front entrance. From the downstairs meeting room, the shortest route is via the exit closest to Estcourt Street. The assembly point for both is in the SJC car park. Details of the evacuation procedures and assembly point need to be displayed on fluorescent signs.

Is a regular check made that fire-fighting equipment is in place, are people trained in its use and is it regularly maintained?

The presence of the equipment is checked by the H & S officer on a monthly basis.

Churches Fire Security carry out an annual check on the fire-fighting equipment and replace/refill any extinguishers as necessary. These checks are recorded on the extinguishers themselves. The SJC was re-assessed for fire risk by Churches in 2020 prior to the building opening and suitable extinguishers provided.

Additional controls required to reduce the risk to an acceptable level -none.

Date additional controls implemented: None required

Date FRA approved by PCC: 2021

Date due for review: 2022