**A FIRE SAFETY RISK ASSESSMENT**

**September 2023**

Troppo Property Partnership

Trading as

Dorney Self Catering Apartments

The Old Place, Lock Path, Dorney, Windsor, Berks SL4 6QQ

Mob. 07958902728 enquiries@dorneyselfcatering.co.uk

**SELF CATERING APARTMENTS**

This is an internal assessment of the fire safety risk for the three flats at The Old Place at Boveney, taking into consideration the Regulatory Reform (Fire Safety) Order 2005.

This fire safety risk assessment is in accordance with the latest legislation which replaces the Fire Safety Certificate and 78 other pieces of legislation. This is required for all sleeping accommodation. Operators must take responsibility for their own fire safety and carry out a fire safety risk assessment.

In carrying out this risk assessment account has been taken for the following types of guests.

1. Guests with physical disabilities.
2. Guests with mental disabilities.
3. Children or dependants.
4. Elderly people, not falling within 1 or 2 above.
5. Babies in arms.
6. Pets
7. Non-English speaking guests.

Peter Smith, Proprietor; (PS)

Dinah Sanderson, Manager (DS)

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| **Safety Issue** | **Requirements** | **Existing Situation GB** | **Existing Situation**  **W** | | **Existing Situation**  **TS** | **Action Completed** |
| Detection  All alarms are centralised | Smoke Alarms or detection by guests | smoke alarm in central area and 1 smoke alarm in main bedroom. 1 smoke alarm in ground floor lobby | 1 smoke alarm in bedroom and 1 in main room. | | 2 smoke alarms in main room. Not necessary for bedroom, as it is open to the living room. | Check fire extinguishers haven’t been tampered with. Check to be carried out by manager on each “turnaround”. DS |
| Warnings & Alarms | Smoke Alarms, people shouting alarm | 3 smoke alarms | 2 smoke alarms | | 2 smoke alarms | Check smoke alarms as above. DS |
| **Safety Issue** | **Requirements** | **Existing Situation GB** | **Existing Situation**  **W** | | **Existing Situation**  **TS** | **Action Completed** |
| Informing Emergency Services | Signs in flats. Telephone no. of proprietors. | Guests usually have mobile phones. Proprietors to give instructions to all members of household to phone fire brigade. | | | | Tel. nos. for proprietors for emergency.  Directions to be given to fire brigade - THE OLD PLACE, LOCK PATH, DORNEY, SL4 6QQ – 200 YARDS AFTER OLD PLACE COTTAGE – PAST OLD WROUGHT IRON GATES - ON LEFT OVER CATTLE GRID AND IMMEDIATE LEFT |
| Control | Fire extinguishers and blankets. | 3 powder fire extinguishers, 1 fire blanket.  (1 big fire extinguisher in main lobby for all flats). | | 3 powder fire extinguishers, 1 blanket. 1 fire extinguisher in bedroom, 2 in kitchen. | 2 powder fire extinguisher, 1 blanket. | Regularly checking that fire extinguishers have not been taken DS.  2023 – renewal of fire extinguishers.  Check that fire blankets have not been removed.  Ashtray provided outside for smokers under covered area.  DS |
| Escape | Through doors into open space. | Downstairs and out through the lobby or out through skylight and slide down roof to fall 6 ft on to ground. Out through bedroom window to jump 8 ft.  3 skylights accessed from kitchen worktop, or side of bath. 1 bedroom window. | | Exit through door only. (ground floor). | Exit through door (ground floor) or window. | Notice on GB door instructing guests not to use mortice lock at night if they remove the key.  DS |
| Assembly Point | Notices in flats | 1 assembly area for GB in gravel drive. | | 1 assembly area for W in gravel drive. | 1 assembly area for TS in gravel drive. |  |
| Safety - Possible hazardous materials or equipmentExit route. | Check for inflammable materials, check electrical equipment and electrical heaters, ensure free passage through windows and doors as necessary. | 1 no. electric heater.  Electric oven and hob. | | 1 no. electric heaters.  Electric oven and hob. | Electric hob and oven. | No known hazardous materials. |
| Lobby Area | None | | | | |  |

Author: Peter Smith September 2023