



VisitEngland™

Fire Risk Assessment template

This Fire Risk Assessment checklist for premises with paying guests aligns with the [Making your small paying guest accommodation safe from fire guidance](#) published in March 2023, which has replaced the previous *Do you have paying guests?* guidance.

You can download this checklist from [VisitEngland's Business Advice Hub](#).

This template is intended for:

- single premises of ground floor, or ground and first floor, providing sleeping accommodation for a maximum of 10 persons, with no more than four bedrooms on the first floor, such as houses, cottages, and chalets
- individual flats (whether within a 7 purpose-built block of flats or a house that has been converted into flats), other than unusually large flats (e.g. as often found in mansion blocks in London)

This template is not appropriate if:

- your premises fall outside the scope described above; or
- the design of fire safety measures in your premises differs materially from those discussed and recommended in this Guide. (e.g. a 2 storey property with an open plan ground floor or a flat with a bedroom accessed only through another room)

In either of the above circumstances, you should base the fire safety measures in properties that are used to accommodate paying guests, and the associated fire risk assessment, on other Government [guidance that applies to premises in which there is paying guest sleeping accommodation](#).

Address of property assessed: Crabtree Barn, Hey Lane, Scammonden, HD3 3FR

Number of floors: 2 for main property and then games room with separate entrance in underdwelling

Number of rooms: 6

Construction: Stone walls, slate roof constructed 1855

Assessor: Rachel Taylor

Date of assessment: 25th Sep 2023

Responsible person: Rachel Taylor

Fire hazards and controls

Are fixed electrical installations inspected and tested every 5 years?

Yes

Are electrical appliances periodically inspected and tested?

Yes - yearly

Is the use of trailing leads and adaptors avoided where possible?

Yes

Are gas appliances periodically inspected and tested every 12 months?

N/a

Is smoking permitted on the premises?

No

Are suitable arrangements in place for those who wish to smoke?

N/a – we are a no smoking premises

Are the premises adequately secured to prevent unauthorised access?

Yes

Are combustible materials, waste and refuse bins stored safely clear of the premises or in purpose-built compounds/rooms?

Yes

Are fixed heating systems subject to periodic maintenance?

Yes

Are portable heaters subject to periodic inspection and used safely?

N/a – there are no portable heaters.

We ask guest not to bring in med/large portable appliances. We have fans available for the summer months if requested which are new but will be PAT tested in the next round of tests..

Are there adequate fire precautions in the use of open fires and log burners?

Yes

Chimney swept annually

Instructions on lighting provided

Ash bin provided

Logs kept away from burner

Burner door kept closed when in use

Are adequate measures taken to prevent fires from cooking?

The oven is electric, no gas. Fire blanket is provided close by in kitchen.

Are filters and ductwork subject to regular cleaning?

Yes

Filter cleaned as needed, inspected monthly

Is the standard of housekeeping adequate to avoid the accumulation of combustible materials and waste?

yes

Are combustible materials kept separate from ignition and heat sources?

Yes

Is it ensured that all contractors who undertake work on the premises are competent and qualified?

Yes

Are suitable measures in place to address the fire hazards associated with the use and storage of dangerous substances?

There are no dangerous substances in the let

Are there any other significant fire hazards in the premises?

No

If the answer to the above question is yes, please list each hazard and any control measure to reduce the risk of fire, in the box below. If the answer to any question is no, include suitable action within the Action Plan.

Fire protection measures

Are all escape routes kept clear of obstructions to enable people to escape safely?

Yes

Are all fire exits easily and immediately openable?

Yes

Are distances of travel considered reasonable?

Yes

Do the walls and structures protecting the stairway and escape routes provide an adequate level of fire resistance?

Yes – double boarded

Is the fire resistance of doors to stairways and escape routes considered adequate?

2 FD 30 fire doors fitted on bedroom windows to escape route. Bedrooms are downstairs within 5m of the main front door with thumbturn.

Where necessary, are doors fitted with suitable self-closing devices that close the doors effectively?

N/a

Not deemed necessary in 2 bed dwelling with ground floor bedrooms within 5m of main entrance, greater risk of trapped fingers as we have family with small children, Guests are asked to close bedroom doors at night.

Are there adequate levels of artificial lighting provided in the escape routes?

Yes

Emergency plug in torches are in each bedroom and one in the downstairs hallway, checked before each stay. Lighting is also given from the outside LED lamppost from the lane.

Where necessary, has a reasonable standard of emergency escape lighting been provided?

As above

Where necessary, is a reasonable standard of fire exit and fire safety signs provided?

Fire exit sign next to main front door with fire action notice, address and postcode

Are smoke and/or heat alarms/detectors provided and is the extent and coverage considered adequate?

Yes, in all rooms included games room except the ensuite bathrooms. Heat detector in kitchen area. Interlinked and checked between each stay.

Is there a reasonable provision of firefighting equipment (fire extinguishers, fire blanket)?

Water mist extinguisher at top of stairs in living room to aid escape down the stairs if needed.

Fire blanket in kitchen

Small multi purpose extinguisher in laundry room the other side of the tumble dryer to aid escape in case of a fire from laundry equipment.

Record brief details of the above measures in the box below. If the answer to any question is no, include suitable action within the Action Plan.

Write brief details of your fire protection measures here.

Smoke alarms in each room, heat alarm in kitchen

FD30 fire doors on bedroom doors

Woodburner, boiler, electrical circuits and portable appliances are serviced and tested as according to designated plan.

Management of fire safety

Are procedures in the event of fire appropriate and documented?

Yes

Is the information on fire safety and the action to take in the event of a fire given to guests?

Yes

Are any staff members given regular instruction and training on the action to take in the event of a fire?

N/a

Are frequent checks carried out to ensure exit routes are kept clear and fire exits remain easily openable?

Yes

Are periodic checks carried out on fire doors to ensure they remain in good condition and close effectively?

Yes

Are domestic smoke and heat alarms tested monthly?

Yes. Tested before each stay, max stay is 28 days

Where fitted, are weekly testing and six-monthly servicing routines in place for the fire detection and alarm system?

N/a

In self-catering premises, are all smoke/heat alarms (or fire detection and alarm systems, where fitted) tested at every changeover?

Yes

Where fitted, are monthly and annual testing routines in place for the emergency escape lighting?

Emergency torches are tested at each changeover and this is documented.

Where provided are fire extinguishers subject to annual maintenance?

N/a

These are checked for pressure by sight at each changeover and disposed of before the given expiry date on the item.

Are records of testing and maintenance maintained?

n/a

Record brief details of the above measures in the box below. If the answer to any question is no, include suitable action within the Action Plan.

Write brief details of your management of fire safety here.

Reduced risk of ignition

Installed detection with smoke / heat and CO alarms

Ensured escape corridor is lit, easy access and near thumb turn exit door. Bedroom doors are FD30.

Action plan

If any of the above boxes are ticked with a 'No', the deficiencies should be described below, along with proposed action for rectification.

Item	Deficiency	Proposed action	Timescale	Person responsible