

BRICKHILL SCOUT HQ Building – Fire Risks

Emergency Procedures Notice	<ul style="list-style-type: none"> • This guidance is made available to all leaders and members via the Group’s website.
Precautions	<ul style="list-style-type: none"> • All fire exits and escape routes should be checked before participants arrive to ensure unlocked and clear. • All leaders and young leaders know what to do in the event of a fire and where the fire /emergency assembly point is. • Each Section Leader should review the fire evacuation drill with their section at the start of each term. • All leaders should make themselves aware of the position and type of fire extinguishers in the hut • Fire extinguishers checked annually.
Discovery of a Fire	<ul style="list-style-type: none"> • If you hear the smoke alarm or discover a fire raise the alarm by shouting ‘FIRE’ and warn people in the vicinity of the fire. • Do not put yourself at risk. • Leave the building straight away. • If you hear the smoke alarm, follow the Evacuation Procedures without delay. • Do Not fight the fire instead of leaving unless the exit is blocked by fire and extinguishers are required to get out.
Alerting the Emergency Services	<ul style="list-style-type: none"> • This should be done by anyone finding a fire at the soonest opportunity. • They need to dial 999 and ask for the Fire Service.
Assembly Point	<ul style="list-style-type: none"> • Upon evacuating the building, proceed to the assembly point. • First assembly point is the first lamp post in the lane by the red gate. Register is completed and then all attendees moved to the car park area taking care to avoid any vehicles.
Flammable Materials	<ul style="list-style-type: none"> • Several Butane PLG gas bottles are stored behind the main building in the locked gas cage. • Small gas canisters in the small camp stoves in the storeroom. • Some paint in the storeroom. • Wood, cardboard, and paper in hall, store, and container. • Wood pile and fence – near wooded area adjacent to hut. • Various trees and bushes that surround the hut. • Craft items, sport items, camping equipment mostly kept in Store and container • Furnishings – kitchen units, chairs, tables, sofas etc

Electrical risks

- Flood lighting rear and side of HQ
- Fixed ceiling lighting hall, kitchen, toilets, store, container.
- Fixed wall fan heaters in hall
- Frost protection heaters, kitchen and toilets.
- Water heater in kitchen area – normally switched off when not in use.
- Fridge in kitchen area – normally switched off when not in use.
- Kettle in kitchen area – normally switched off when not in use.
- Electric Cooker in kitchen area – normally switched off when not in use.
- CONSUMER UNIT – in broom cupboard in Kitchen

Other electrical items may be used in the HQ but are not out for regular use or left plugged in to the electrical supply.