

# FIRE PREVENTION & DETECTION

A fire Risk Assessment has been undertaken which is reviewed annually

There is a **fire blanket** located in each lodge and there are also **fire extinguishers**, you should familiarise yourself with their location. Please ensure exits are clear at all times.

## Smoking

YOU ARE NOT PERMITTED TO SMOKE anywhere in the lodge or on the decking.

## Smoke Detectors

There are regularly tested smoke alarms fitted **upstairs and downstairs**. All smoke alarms are mains powered, do not attempt to remove or tamper with them. If they trigger and there is not a fire all you can do is open the windows/doors wide to get rid of the smoke and/or waft a newspaper or magazine just below the smoke detector to displace the air around it. If you hear the alarm always assume there is a fire and prepare to evacuate.

## Barbeque

These are provided in all lodges, some are gas and some are brick barbeques.

If the lodge has a brick barbeque you will need charcoal or briquettes from a supermarket or garage.

- Only use firelighters (use the minimum necessary) to start the charcoal, never use liquid fuel and never put aerosol cans near the fire.
- Use only enough charcoal to cover the base to a depth of about 50mm (2 inches).
- Keep a bucket of water nearby for emergencies.
- Ensure that the coals are cold before disposal in the metal bucket provided.
- Please turn the metal tray that contains the coals upside down after use.
- Unused charcoal and firelighters should be kept away from the lit BBQ.

If the lodge has a gas barbeque, please turn off the gas cylinder before turning off at the controls to ensure any residual gas in the controls is used up. Do not move a gas barbeque near vegetation or near decking.

## Barbecue safety

- Keep flames low.
- Keep children & animals well away from the fire & constantly supervised.
- Make sure that no flammable items other than food to cook are placed on the grill.
- Make sure that food is cooked thoroughly, if necessary by partial cooking in the oven.
- Never leave the barbeque unattended.
- Please clean the barbeque grill tray after use in readiness for the next guests. To leave the metal trays with barbeque deposits on them is unhygienic and unfair for the next guests, and may attract vermin.

### **Disposable barbeques are not permitted**

### **WOOD BURNER**

Some lodges have a wood burner installed, if this is the case it is important that you follow the following guidelines for use:

**DO NOT USE THE FIRE WITH THE DOORS OPEN AND NEVER GO OUT WITH THE FIRE BURNING AND THE DOORS OPEN**

**DO NOT ALLOW CHILDREN NEAR THE LOG FIRE WHEN IT IS ALIGHT, ALL PARTS OF THE FIRE GET VERY HOT AND WILL BURN FINGERS/HANDS**

**THE LOG FIRE THAT HAS BEEN INSTALLED IS A MODERN, EFFICIENT FIRE PRODUCING A LOT OF HEAT WHICH WILL HEAT THE WHOLE LODGE. IT IS, THEREFORE, NOT NECESSARY TO BUILD A LARGE LOG FIRE, TO DO SO MAY TRIGGER THE SMOKE ALARMS AND IS POTENTIALLY HAZARDOUS**

**DO NOT PLACE ANYTHING ON THE HEARTH OR FLOOR IN FRONT OF THE FIRE OR ON TOP OF THE FIRE**

In addition you should follow the instructions below:

## Setting and Lighting the Fire

To set the fire, screw up a few pieces of newspaper on top of this put a layer of paper tubes i.e. take two sheets of paper and roll them into a tight tube then tie them into a knot. Then put a layer of kindling wood on top of the paper. Finally, on top of this put a few logs. Your fire is now ready to light and you should light it as low down as you can.

## Controls

When you have lit the fire, immediately close the doors and make sure they are secure by turning the knob around to ensure the doors fit tightly against the frame of the fire.

Make sure the vents of the fire are all open. This allows air into the fire which will fuel the fire and get it going. Once the logs have caught fire, close all vents to shut off the supply of air. This will make your fire burn more efficiently and your logs burn more slowly.

## Maintaining the Fire

The **only** time you need to open the door of the fire is when you light it or if you need to replenish the wood. Always use the iron “prong” to open and close the doors and/or air vents. When the fire has died down, you may add more logs and again close the doors securely. If necessary you may temporarily open the air vents for 5 minutes to boost the fire with air, not forgetting to close all the vents again to restrict the air flow.

## Ashes

With modern log burners it is not necessary to empty the ashes as it should burn right down. However, some ash will build up over time and before disposing of it make sure the ashes have gone out completely. The cold ashes may be discarded in the outside dustbin. If it is windy put a sheet of newspaper over the top so the ashes do not blow into your face.

## Logs and Kindling Supply

The owner of the lodge will notify you regarding the arrangement for logs and kindling supply.

## Fire Pit

Some lodges have a fire pit, remove the cover and keep it safe, until you are ready to cover the fire pit after using it. Please take care when using the fire pit, do not overload it with wood and ensure that the embers are completely cold before emptying the ashes. Only return the cover to the fire pit when it is cold and you have discarded the ashes. Always make sure the cover is secure and tied tightly otherwise the wind may blow the cover away. Please do not move the fire pit from its position and NEVER take it onto the decking area or near vegetation.

## PROCEDURES IN THE EVENT OF A FIRE

### On discovering a fire

- If you discover a fire, raise the alarm immediately to warn other people in the lodge
- Evacuate the lodge immediately, leave your belongings. Ensure that no-one is left in any rooms and close the doors behind you
- Ensure that you or someone in your group has called the fire brigade and give details of the location, severity and cause of the fire, if known.
- If you have been trained and feel that it is safe to do so, attempt to fight the fire using the equipment provided in the lodge
- Play your part in a roll-call so you are all safely accounted for.

### If you hear the fire alarm

- Shutdown any relevant devices, e.g. (cooker)
- Immediately leave the lodge assisting less able guests (if required)
- Wait for the emergency services well away from the lodge (*on the concrete driveway towards the site entrance*).
- Await further instruction, in the event of the emergency services arrival, you may need to take direct instruction from them, do so, they are in charge.

### Person in charge of group

- Gather all information regarding the evacuation
- Establish if it is a genuine fire or false alarm
- Ensure that the fire brigade has been called
- Liaise with the fire brigade on its arrival.

No person should re-enter the premises before the fire brigade officer gives permission