

SHROPSHIRE FIRE AND RESCUE SERVICE

FIRE SAFETY ADVICE SHEET

CASUAL SLEEPING ACCOMMODATION

A GUIDE TO FIRE SAFETY IN NON-RESIDENTIAL BUILDINGS USED TO PROVIDE TEMPORARY SLEEPING ACCOMMODATION

Where a building is to be used to provide temporary sleeping accommodation, the fire safety arrangements detailed below should be implemented following an assessment of the risks involved. It should be noted that these temporary arrangements are suitable for use only for short periods of time (up to three nights). The fire safety measures necessary for longer periods should be a permanent provision and expert advice from qualified consultants should be sought.

FIRE ROUTINE

An emergency plan should be formulated to deal with any fire situation, to ensure that people know what to do if there is a fire and that the premises can be safely evacuated.

Adequate numbers of persons should be appointed in a supervisory capacity to ensure the measures identified in the emergency plan are implemented. They should receive clear and relevant instructions on how to prevent fires and what they should do if there is a fire.

The premises should be evacuated and the Fire & Rescue Service called immediately in the event of a fire or if a fire is suspected.

Persons appointed in a supervisory capacity should, where possible, be provided with a means for contacting the Fire & Rescue Service. Where no exchange telephone or mobile phone is available at the premises, a notice detailing the location of the nearest available telephone from which to call the Fire & Rescue Service should be displayed in a prominent position.

All occupants should be familiar with fire routine prior to the premises being used for sleeping accommodation.

PEOPLE WITH SPECIAL NEEDS

Particular attention will need to be paid to any persons who may have special needs, including those with a disability. It is estimated that 11 million people in this country have some form of disability, which may mean that they find it more difficult to leave a building if there is a fire. If disabled people are going to be on the premises, staff should be aware that disabled people may not react, or may

react differently to a fire warning or a fire and there needs should be discussed with them.

MEANS OF ESCAPE

Occupants should be made familiar with the escape routes from the premises and the routes should remain available for use in an emergency at all times the premises are occupied.

All fire exit doors should be easily openable from the inside without the use of a key and should be free from obstruction.

Sleeping accommodation should be limited to ground floor only.

FIRE ALARM (WHERE NO FIXED ALARM SYSTEM IS PROVIDED)

For the duration of the stay, an improvised fire alarm should be provided (hand bell, whistle etc) and all occupants should be made aware of the nature and location of the alarm.

SMOKE DETECTION (WHERE NO AUTOMATIC DETECTION SYSTEM IS PROVIDED)

For the duration of the stay, battery operated smoke/heat alarms conforming to current standards should be installed in sleeping areas, high risk rooms and along escape routes in order to give an early warning of fire.

LIGHTING (WHERE NO EMERGENCY LIGHTING IS PROVIDED)

A subdued level of lighting should be maintained (by use of the normal lighting circuits) during the whole period of darkness.

An adequate number of properly maintained dry cell battery operated hand lamps should be provided for use by supervisors in the event of a failure of the local lighting circuits.

FIRE FIGHTING EQUIPMENT

Persons appointed in a supervisory capacity should be familiar with the location and correct method of operation of any fire fighting equipment on the premises. Where there is no fire fighting equipment on the premises, a minimum of one 13A rated extinguisher should be provided for every 200m².

GENERAL

At night all unnecessary electrical plugs should be removed from socket outlets. Cookers should be checked to ensure they are not left on and internal doors should, where appropriate, be closed.

For further guidance and technical details, you are strongly advised to access the department for Communities and Local Government fire safety guide for Sleeping

Accommodation (ISBN – 13: 978 1 85112 8174) available on their web site at www.firesafetyguides.communities.gov.uk .

For general fire safety matters, Shropshire Fire and Rescue Service can be reached on **01743 260260** or via our web site at **www.shropshirefire.gov.uk**