

Company: **Stradbroke Medical Centre**

Location: **Wilby Road
Stradbroke
Eye
Suffolk
IP21 5JN**

Job Reference: **SMC/04/19/238/HS**

Person making report: **Mr Keith R Lummis**

FIRE RISK ASSESSMENT

Assessment Area: **Whole Site**


Report No: **007 / 1 / 2a**

Page: **1 of 16**

Time: **Midday – 1.00pm** Date: **5th August 2021**

Review Date: **August 2022**

Controlling Legislation - REGULATORY REFORM (FIRE SAFETY) ORDER 2005

0a	Photos / Information	Hazard				
Risk		Those at Risk	Severity	Likelihood	Rate	Result
Comments			Controls Required			
Building construction is: - Brick and Block with timber roof construction and panelling. Internal fire doors and steel fabrication rear escape door.						
						

Company: **Stradbroke Medical Centre**
 Job Reference: **SMC/04/19/238/HS**

FIRE RISK ASSESSMENT

Assessment Area: **Whole Site**

Person making report: **Mr Keith R Lummis**

Report No: **007 / 1 / 2a**

Review Date: **August 2022**

Time: **Midday – 1.00pm** Date: **5th August 2021**

Page: **2 of 16**

1a	Access & Egress	Hazard	Fire / Escape			
Risk	Those at Risk	Severity	Likelihood	Rate	Result	
Personal Injury / Burns / Loss of Life	Staff & Public	8	2	16	M	
Comments		Controls Required				
<p>All persons could be at risk of personal injury in the event of an outbreak of fire if suitable means of escape has not been provided and maintained.</p> <p>In general, access and escape found to be acceptable throughout the site, unless specified in the 'Areas' section of the Assessment.</p> <p>All corridors, exits and escape routes found clear and free from obstructions.</p> <p>Adequate signage placed on escape routes.</p> <p>Main entrance door (over-ride button push-pad release in Lobby).</p> <p>Perimeter found clear and free from obstructions.</p>		<p>Ensure adequate access and escape at all times.</p> <p>Ensure that all corridors, walkways and escape routes are kept clear and free from obstructions at all times.</p> <p>Do not obstruct access and escape.</p>				

2a	Doors	Hazard	Fire / Escape			
Risk	Those at Risk	Severity	Likelihood	Rate	Result	
Personal Injury / Burns / Smoke Inhalation / Loss of Life	Staff & Public	8	2	16	M	
Comments		Controls Required				
<p>Fire doors with resistant linings have been installed as required.</p> <p>All doors on escape routes open in the direction of travel, have self-closures fitted and close fully onto their rebates – unless specified otherwise in the area section of the Assessment.</p> <p>In general, fire doors have Fire Door Keep Shut signs placed on both faces unless specified otherwise in the area section of the Assessment.</p> <p>Escape doors to outside have been fitted with push bar release mechanisms and signed accordingly (checked at time of Assessment to ensure mechanisms are operable – ok).</p> <p>All doors found of good repair at the time of the Assessment.</p>		<p>Regularly check fire doors for damage and for correct operations of 'push release' mechanism.</p> <p>Report any faults or defects found.</p> <p>Do not block or obstruct fire door access and escape.</p> <p>Ensure that all doors are maintained in a suitable working order and are of good repair.</p>				

L = Low Risk Maintain current standards	M = Medium Risk Interim measures may be necessary	H = High Risk Immediate Action Required
Keith R. Lummis Health, Safety and Environmental ✦ Auditor ✦✦✦ Management Systems ✦ ✦ Risk Assessments ✦✦✦ Training ✦		
The Bothy – Cobbles Barn Wetherden Upper Town Stowmarket Suffolk IP14 3NF	keithlummis@gmail.com Mobile 07761 125087 Tel 01359 408372	

Company: **Stradbroke Medical Centre**
 Job Reference: **SMC/04/19/238/HS**

FIRE RISK ASSESSMENT

Assessment Area: **Whole Site**

Person making report: **Mr Keith R Lummis**

Report No: **007 / 1 / 2a**

Review Date: **August 2022**

Time: **Midday – 1.00pm** Date: **5th August 2021**

Page: **3 of 16**

3a	Signs & Notices	Hazard	Fire / Escape			
Risk		Those at Risk	Severity	Likelihood	Rate	Result
	Personal Injury / Loss of Life	Staff & Public	8	2	16	M
Comments		Controls Required				
<p>All persons could be at risk from fire and hindered escape in the event of an emergency if adequate placement of suitable signs have not been made.</p> <p>Signs and notices relating to fire issues have been placed unless specified elsewhere in the Assessment.</p> <p>All signs are to the 1996 Regulations i.e. – Pictogram and Text unless specified elsewhere in the Assessment.</p> <p>Signs have been placed for: -</p> <ul style="list-style-type: none"> • Fire Extinguisher Type. • Fire Exits. • Fire Action Notices. • Fire Assembly Point. • Fire Door Keep Shut. • Fire Door Keep Clear. 		<p>Ensure adequate placement of fire signs has been made.</p> <p>Regularly check sign placement.</p> <p>Employees: - Report any missing or damaged signs to the Practice Manager – to ensure swift replacement.</p> <p>Place signs for Push-Bar Release (see Areas Section of Assessment).</p>				

4a	Fire Assembly Point	Hazard	Fire / Escape			
Risk		Those at Risk	Severity	Likelihood	Rate	Result
	Personal Injury / Loss of Life	Staff & Public	6	4	24	M
Comments		Controls Required				
<p>The Fire Assembly Point has been identified as being at the front of building.</p> <p>Assembly point has been identified on Fire Action Notices.</p>		<p>Ensure that all parties are aware of the location of the Fire Assembly Point.</p> <p>Ensure that Assembly Point is clear and readily accessible at all times.</p> <p>Always assemble away from buildings and parked cars.</p>				

L = Low Risk Maintain current standards	M = Medium Risk Interim measures may be necessary	H = High Risk Immediate Action Required
Keith R. Lummis Health, Safety and Environmental ✧ Auditor ✧✧✧ Management Systems ✧ ✧ Risk Assessments ✧✧✧ Training ✧		
The Bothy – Cobbles Barn Wetherden Upper Town Stowmarket Suffolk IP14 3NF		keithlummis@gmail.com Mobile 07761 125087 Tel 01359 408372

Company: **Stradbroke Medical Centre**
 Job Reference: **SMC/04/19/238/HS**

FIRE RISK ASSESSMENT

Assessment Area: **Whole Site**

Person making report: **Mr Keith R Lummis**

Report No: **007 / 1 / 2a**

Review Date: **August 2022**

Time: **Midday – 1.00pm** Date: **5th August 2021**

Page: **4 of 16**

5a	Fire Extinguishers	Hazard	Fire / Escape			
Risk		Those at Risk	Severity	Likelihood	Rate	Result
	Personal Injury / Burns / Loss of Life	Staff / Premises	8	2	16	M
Comments		Controls Required				
<p>Both persons and property could be at risk in the event of an outbreak of fire: -</p> <ul style="list-style-type: none"> If adequate provision of suitable fire extinguishers has not been made. If staff are unaware of how to operate extinguishers. If extinguishers are not serviced and maintained in working order. <p>Adequate fire extinguishers have been placed throughout the premises.</p> <p>Signs for type have been placed at each respective location.</p> <p>All extinguishers at the time of the Assessment were found easily accessible and free from obstructions.</p> <p>All extinguishers have been subjected to the required annual inspection and test.</p> <p>Ref: - Flameskill. Completed 08/2021 and due 08/2022.</p> <p>Fire Training for staff is historic and now requires review.</p> <p>No zone chart or site Fire plan drawing (this has been recommended by Flameskill).</p>		<p>Ensure adequate provision of suitable fire extinguishers.</p> <p>Ensure that all units are accessible at all times.</p> <p>Ensure that the annual inspection and service is carried out in accordance with the requirements.</p> <p>Staff: - Visually check fire extinguishers regularly in your respective areas and always report any faults, damage or missing units to the Practice Manager to ensure swift action / replacement.</p> <p>Ensure that staff are aware of which type of extinguisher to use in the event of an outbreak of fire and how to operate the unit correctly.</p> <p>Suggest that a basic fire plan is raised and placed which includes detail and location of: -</p> <ul style="list-style-type: none"> Extinguishers. Emergency Lighting. Signs. Alarm Panel. Detection. Assembly Point. Smoke Detectors. Break Glass Call Points. <p>Review Fire Training for staff.</p> <p>Place zone plan next to fire alarm control panel.</p>				

7a	Fire Hydrant	Hazard	Access / Fire			
Risk		Those at Risk	Severity	Likelihood	Rate	Result
	Fire / Personal Injury / Loss of Life	Staff, Public & Premises	8	1	8	L
Comments		Controls Required				
<p>The nearest fire hydrant is located in Wilby Road to the left-hand side of the Fire Station (next door).</p> <p>FH 14 – 711 <u>100</u> 3</p>		<p>Ensure that key staff are familiar with the location of the nearest fire hydrant.</p>				

L = Low Risk Maintain current standards	M = Medium Risk Interim measures may be necessary	H = High Risk Immediate Action Required
---	---	---

Company: **Stradbroke Medical Centre**
 Job Reference: **SMC/04/19/238/HS**

FIRE RISK ASSESSMENT

Assessment Area: **Whole Site**

Person making report: **Mr Keith R Lummis**

Report No: **007 / 1 / 2a**

Review Date: **August 2022**

Time: **Midday – 1.00pm** Date: **5th August 2021**

Page: **5 of 16**

9a	Alarms & Detection	Hazard	Fire / Smoke / Escape			
Risk		Those at Risk	Severity	Likelihood	Rate	Result
	Smoke Inhalation / Burns / Personal Injury / Loss of Life	Staff / Public	8	2	16	M
Comments		Controls Required				
<p>All persons could be at risk from an outbreak of fire in the premises if a suitable means of raising the alarm has not been provided.</p> <p>Alarm is: -</p> <ul style="list-style-type: none"> C-Tec Alarm Control Panel. 2 Zones and located in Entrance Lobby. <p>Zone 1 = Ground Floor. Zone 2 = Loft area via cleaners' cupboard.</p> <p>Supply found healthy at the time of Assessment.</p> <p>Alarm is linked to break glass call points and detection.</p> <p>The alarm is tested weekly in accordance with the requirements and with detail and findings recorded.</p> <p>Alarm has been serviced and maintained in accordance with the requirements.</p>		<p>Ensure that a suitable means of raising the alarm has been provided.</p> <p>Ensure that alarm is tested in accordance with the requirements and with detail and findings being recorded.</p> <p>Ensure that system is serviced and maintained in accordance with the requirements.</p>				

Checks and Tests of Fire Alarm

It is important that the testing of the fire alarm does not result in a false signal of fire to the fire service.

Daily: Inspect the panel for normal operation of the system. Where provided check that the connection to the remote manned centre is functioning correctly.

Weekly: Test and examination to ensure that the system is capable of operating under alarm conditions; namely:

- a) Operate Break Glass Call Point or detector or end of line switch on a zone circuit. Zones should be tested in strict rotation, each zone being tested at least quarterly for a monitored system, and weekly for a non-monitored system. Each time a zone is tested a different trigger device should be used.
- b) Examination of batteries and connections including electrolyte level.

Quarterly and Annual Inspection and Test: - This should be done by a competent person having an adequate understanding of the appropriate standard and manufacturer recommendations.

Smoke & Heat Detectors: - Regularly inspect detectors for damage, unusual accumulations of dirt, heavy coats of paint and other conditions likely to interfere with the correct operation of the detector.

Annual test of at least 2% of installed heat detectors by application of a heat source as a check on reliability. Detectors other than heat should be checked for correct operation and sensitivity in accordance with the manufacturers' instructions.

L = Low Risk Maintain current standards	M = Medium Risk Interim measures may be necessary	H = High Risk Immediate Action Required
---	---	---

Company: **Stradbroke Medical Centre**
 Job Reference: **SMC/04/19/238/HS**

FIRE RISK ASSESSMENT

Assessment Area: **Whole Site**

Person making report: **Mr Keith R Lummis**

Report No: **007 / 1 / 2a**

Review Date: **August 2022**

Time: **Midday – 1.00pm** Date: **5th August 2021**

Page: **6 of 16**

10a	Emergency Lighting	Hazard	Escape / Vision / Visibility			
Risk		Those at Risk	Severity	Likelihood	Rate	Result
	Personal Injury / Loss of Life / Hindered Escape	Staff & Public	8	2	16	M
Comments		Controls Required				
<p>All persons could be at risk from fire and hindered escape if adequate lighting has not been provided throughout the premises – in particular on escape routes and at exit points.</p> <p>In general, emergency lighting has been installed / provided throughout the site / premises on escape routes and at exit points.</p> <p>Monthly checks lapsed on emergency lighting with detail and findings recorded.</p> <p>Obtain Test Key (Flameskill can probably provide a key when they come in to service extinguishers).</p> <p>Emergency lighting is serviced and maintained in accordance with the requirements.</p>		<p>Ensure adequate provision of suitable lighting throughout the premises, on escape routes and at exit points.</p> <p>Ensure that the required monthly tests on emergency lighting units are carried out (in-house) with details and findings recorded.</p> <p>Ensure that the required service and maintenance is carried out on emergency lighting units.</p>				

Emergency Lighting Checks

Regular inspect the system for cleanliness, particularly luminaries. Battery banks and generators (where applicable) should be checked in accordance with the manufacturers' instructions.

- a) **Monthly** – test the escape lighting by simulating failure of the normal lighting supply. Allow sufficient time to check all luminaries.
- b) **Six monthly** – test the self contained and central battery systems by simulating failure of the normal lighting supply, for a period of at least one hour.
- c) **3 yearly** – test the self contained and central battery systems for the full duration of their specification.

11a	Flammable Substances / Liquids	Hazard	Fire			
Risk		Those at Risk	Severity	Likelihood	Rate	Result
	Fire & Explosion / Personal Injury / Loss of Life	Staff / Public	8	2	16	M
Comments		Controls Required				
<p>Operatives / Staff could be at risk from using / handling and storing flammable products.</p> <p>Only very small quantities of flammable products stored / used (aerosols).</p> <p>All products stored safely.</p>		<p>Ensure that suitable controls have been placed with regards to handling, storage and use of chemical products in particular those with flammable properties and those with harmful or toxic products of combustion.</p> <p>Operatives: - To ensure that all flammable products are returned to safe storage on completion of use.</p> <p>Control all sources of ignition.</p> <p>Ensure that when using flammable products that you have read or have had conveyed to you the contents of the MSDS for the products that you handle, store or use – in particular Section 5 relating to Fire Issues.</p>				

L = Low Risk Maintain current standards	M = Medium Risk Interim measures may be necessary	H = High Risk Immediate Action Required
---	---	---

Company: **Stradbroke Medical Centre**
 Job Reference: **SMC/04/19/238/HS**

FIRE RISK ASSESSMENT

Assessment Area: **Whole Site**


Person making report: **Mr Keith R Lummis**

Report No: **007 / 1 / 2a**

Review Date: **August 2022**

Time: **Midday – 1.00pm** Date: **5th August 2021**

Page: **7 of 16**

12a	Waste Materials & Housekeeping	Hazard	Fire / Escape			
Risk		Those at Risk	Severity	Likelihood	Rate	Result
	Personal Injury / Loss of Life	Staff & Public	8	2	16	M
Comments		Controls Required				
<p>A large number of fires each year in the workplace are attributed to poor housekeeping.</p> <p>Waste stored in walkways and on escape routes can contribute to fire and can hinder escape.</p> <p>Housekeeping found acceptable at the time of Assessment with all waste products being removed from the site on a regular basis.</p> <p>External waste bins located close to the rear of the building – bins are secured.</p>		<p>Maintain current standards.</p> <p>Do not store waste on escape routes or under stairs.</p>  <p>Suggest bins are moved away from the rear of the building and placed in a secure area.</p> <p>Remove all waste from the operations areas daily and from external areas on a regular basis.</p>				

13a	Ignition Sources	Hazard	Fire			
Risk		Those at Risk	Severity	Likelihood	Rate	Result
	Fire / Explosion / Personal Injury / Loss of Life	Staff & Public	8	2	16	M
Comments		Controls Required				
<p>All persons could be at risk from fire and explosion if all sources of ignition have not been identified and controlled.</p> <p>Ignition sources identified as: -</p> <ul style="list-style-type: none"> • Smoking. • Electrical. <p>In general, all sources of ignition have been controlled.</p> <p>Site is a No Smoking site.</p> <p>PAT (Portable Appliance Testing) and fixed installations have been inspected and tested (see item – electrical).</p>		<p>Ensure that all sources of ignition have been suitably controlled.</p> <p>Staff: - Check for sources of ignition prior to commencement of any task using flammable products.</p>				

L = Low Risk Maintain current standards	M = Medium Risk Interim measures may be necessary	H = High Risk Immediate Action Required
Keith R. Lummis Health, Safety and Environmental ✧ Auditor ✧✧✧ Management Systems ✧ ✧ Risk Assessments ✧✧✧ Training ✧		
The Bothy – Cobbles Barn Wetherden Upper Town Stowmarket Suffolk IP14 3NF		keithlummis@gmail.com Mobile 07761 125087 Tel 01359 408372

Company: **Stradbroke Medical Centre**
 Job Reference: **SMC/04/19/238/HS**

FIRE RISK ASSESSMENT

Assessment Area: **Whole Site**

Person making report: **Mr Keith R Lummis**

Report No: **007 / 1 / 2a**

Review Date: **August 2022**

Time: **Midday – 1.00pm** Date: **5th August 2021**

Page: **8 of 16**

15a	Training & Information	Hazard	Fire / Escape			
Risk		Those at Risk	Severity	Likelihood	Rate	Result
	Personal Injury / Loss of Life	Staff / Public	8	2	16	M
Comments		Controls Required				
<p>Staff and others could be at risk from an outbreak of fire in the premises if suitable training has not been given / received.</p> <p>Training in fire awareness carried out online. Ref: - NHS.</p> <p>Fire Action Notices have been placed throughout the premises – ok.</p> <p>Fire Risk Assessment – completed 007 / 1.</p> <p>Risk Assessment reviewed annually. Ref: - Keith R Lummis – Health, Safety & Environmental.</p> <p>Assessor is notified of any changes throughout the year and amendments are carried out as required.</p>		<p>Ensure adequate provision of information and training.</p> <p>Regularly review fire training requirements.</p> <p>Employees: - If in any doubt...ASK!</p> <p>Ensure that Staff have read or have had conveyed to them the contents of the site Fire Risk Assessment and that they have fully understood the contents.</p> <p>Regularly review Fire Procedures.</p> <p>Ensure that all Fire Procedures accurately reflect that which is expected to take place in the event of an emergency.</p>				

18a	Vehicles On-Site	Hazard	Parking / Access & Escape			
Risk		Those at Risk	Severity	Likelihood	Rate	Result
	Fire / Personal Injury / Hindered Escape / Loss of Life	Staff / Public	8	2	16	M
Comments		Controls Required				
<p>Cars – Staff and Public are parked in the areas provided (car park).</p> <p>Generally, parking is away from the building.</p> <p>Roadways are kept clear at all times allowing access for emergency service vehicles.</p> <p>Additional parking at end of access road – for sports centre.</p> <p>In general, parking at rear and front of premises is limited and is for staff only!</p>		<p>All vehicles to be parked in the spaces provided.</p> <p>Allow access for emergency service vehicles at all times.</p> <p>Do not obstruct site access!</p>				

19a	Arson / Intruders / Security	Hazard	Fire			
Risk		Those at Risk	Severity	Likelihood	Rate	Result
	Fire / Personal Injury / Loss of Life	Staff / Public / Intruder / Premises	8	2	16	M
Comments		Controls Required				
<p>Intruder alarm system installed with detection throughout the premises. System is linked to custodian.</p> <p>Checks on premises security made prior to vacation of the site at end of shift.</p>		<p>Ensure that premise is secured at end of shift.</p> <p>Ensure waste skips are secured when not in use.</p> <p>Ensure alarm system is regularly serviced and maintained.</p>				

L = Low Risk Maintain current standards	M = Medium Risk Interim measures may be necessary	H = High Risk Immediate Action Required
---	---	---

Company: **Stradbroke Medical Centre**
 Job Reference: **SMC/04/19/238/HS**

FIRE RISK ASSESSMENT

Assessment Area: **Whole Site**

Person making report: **Mr Keith R Lummis**

Report No: **007 / 1 / 2a**

Review Date: **August 2022**

Time: **Midday – 1.00pm** Date: **5th August 2021**

Page: **9 of 16**

21a	Electrical Equipment & Installations	Hazard	Electricity / Fire			
Risk		Those at Risk	Severity	Likelihood	Rate	Result
	Shock / Fire / Personal Injury / Loss of Life	Staff / Public / Premises Out of Hours	8	2	16	M
Comments		Controls Required				
<p>All persons could be at risk from damaged or faulty electrical equipment and installations.</p> <p>NB* A large number of fires every year are attributed to damaged or faulty electrical equipment.</p> <p>Portable Appliance Testing (PAT) completed. Ref: - Hawkesworth. Carried out 03/2021.</p> <p>Hardwiring and fixed installation checks completed. Ref: - Styne Electrical (M Richards and D Lummis). Carried out 08/05/2020 and due 08/05/2025 – ok.</p> <p>All switches and sockets labelled as to distribution board source.</p>		<p>Ensure regular inspection and test of portable appliances. Record detail and findings.</p> <p>Staff: - Visually inspect electrical appliances and installations prior to use.</p> <p>Report any faults or defects found to the Practice Manager with immediate effect.</p> <p>Carry out hardwiring and fixed installation checks in accordance with the requirements i.e. –</p> <ul style="list-style-type: none"> Industrial every 3 years. Retail and Other every 5 years. <p>This must be done by a competent body.</p>				

22a	Fire Drills	Hazard	Escape			
Risk		Those at Risk	Severity	Likelihood	Rate	Result
	Personal Injury / Loss of Life	Staff & Public	8	2	16	M
Comments		Controls Required				
<p>Fire Drills have been completed as per the requirements with detail and findings recorded – ok.</p>		<p>Ensure that fire drills are carried out annually.</p> <p>Suggest 2 per annum.</p> <p>Record detail and findings.</p> <p>Simulate hindered escape where practical and possible.</p>				

L = Low Risk Maintain current standards	M = Medium Risk Interim measures may be necessary	H = High Risk Immediate Action Required
Keith R. Lummis Health, Safety and Environmental ❖ Auditor ❖❖❖ Management Systems ❖ ❖ Risk Assessments ❖❖❖ Training ❖		
The Bothy – Cobbles Barn Wetherden Upper Town Stowmarket Suffolk IP14 3NF		keithlummis@gmail.com Mobile 07761 125087 Tel 01359 408372

Company: **Stradbroke Medical Centre**
 Job Reference: **SMC/04/19/238/HS**

FIRE RISK ASSESSMENT

Assessment Area: **Whole Site**

Person making report: **Mr Keith R Lummis**

Report No: **007 / 1 / 2a**

Review Date: **August 2022**

Time: **Midday – 1.00pm** Date: **5th August 2021**

Page: **10 of 16**

23a	Entrance (front) Lobby	Hazard	Fire / Escape			
Risk	Those at Risk	Severity	Likelihood	Rate	Result	
Personal Injury / Loss of Life	Staff & Public	8	2	16	M	
Comments		Controls Required				
Glazed Automatic Door – open and closure: - <ul style="list-style-type: none"> • Opens inward. • Touch to open pad in Lobby. 1 x Emergency Light (central in Lobby). 1 x C-Tec Alarm Control Panel. 2 Zones: - <ul style="list-style-type: none"> • Zone 1 = Ground Floor. • Zone 2 = Loft area via cleaners' cupboard. Supply healthy at the time of Assessment. Door to toilet opens into toilet (Fire Door). No Vision Panel. Door to Waiting Room: - <ul style="list-style-type: none"> • Opens into Waiting Room (automatic). • Glazed. 1 x Break Glass Call Point at left-hand side of alarm panel. 1 x Fire Action Notice.						

24a	Toilet	Hazard	Fire / Escape			
Risk	Those at Risk	Severity	Likelihood	Rate	Result	
Personal Injury / Loss of Life	Staff & Public	8	2	16	M	
Comments		Controls Required				
Toilet checked - ok		N / A				

L = Low Risk Maintain current standards	M = Medium Risk Interim measures may be necessary	H = High Risk Immediate Action Required
Keith R. Lummis Health, Safety and Environmental ❖ Auditor ❖❖❖ Management Systems ❖ ❖ Risk Assessments ❖❖❖ Training ❖		
The Bothy – Cobbles Barn Wetherden Upper Town Stowmarket Suffolk IP14 3NF		keithlummis@gmail.com Mobile 07761 125087 Tel 01359 408372

Company: **Stradbroke Medical Centre**
 Job Reference: **SMC/04/19/238/HS**

FIRE RISK ASSESSMENT

Assessment Area: **Whole Site**

Person making report: **Mr Keith R Lummis**

Report No: **007 / 1 / 2a**

Review Date: **August 2022**

Time: **Midday – 1.00pm** Date: **5th August 2021**

Page: **11 of 16**

25a	Waiting Room	Hazard	Fire / Escape			
Risk	Those at Risk	Severity	Likelihood	Rate	Result	
Personal Injury / Loss of Life	Staff & Public	8	2	16	M	
Comments		Controls Required				
<p>Entrance Door (automatic): -</p> <ul style="list-style-type: none"> Vision Panel and Auto Closure. Fire Exit sign above door and Fire Door Keep shut sign. Fire Action Notice at left-hand side – assembly point detail filled in as front of premises. <p>1 x 2kg CO² extinguisher and sign at left-hand side. 1 x 6lt Foam extinguisher and sign at left-hand side. Carried out 08/2021. Ref: - Flameskill. Due 08/2022. Overdue.</p> <p>Door to Consulting Room 3: -</p> <ul style="list-style-type: none"> 2 x Smoke Detectors. 1 x Sounder (above Reception Desk). <p>Door to Consulting Rooms 1 and 2: -</p> <ul style="list-style-type: none"> Fire Exit sign above door. Fire Door Keep Shut sign. Door glazed – Vision Panel and Self-Closure. <p>Door to Treatment Room: -</p> <ul style="list-style-type: none"> Opens into Waiting Area. Vision Panel and Self-Closure. 2 x Dimplex Storage Heaters. 		N / A				

Company: **Stradbroke Medical Centre**
 Job Reference: **SMC/04/19/238/HS**

FIRE RISK ASSESSMENT

Assessment Area: **Whole Site**

Person making report: **Mr Keith R Lummis**

Report No: **007 / 1 / 2a**

Review Date: **August 2022**

Time: **Midday – 1.00pm** Date: **5th August 2021**

Page: **12 of 16**

26a	Inner Lobby	Hazard	Fire / Escape			
Risk		Those at Risk	Severity	Likelihood	Rate	Result
Personal Injury / Loss of Life		Staff & Public	8	2	16	M
Comments		Controls Required				
<p>Door to Waiting Area: -</p> <ul style="list-style-type: none"> Vision Panel and Self-Closure (Fire Door). <p>Door to Reception (Fire Door): -</p> <ul style="list-style-type: none"> Fire Door Keep Shut sign. Vision Panel and Self-Closure. <p>Door to Staff Area (Fire Door): -</p> <ul style="list-style-type: none"> Vision Panel and Self-Closure. Fire Door Keep Shut sign and Fire Exit sign above door. 1 x Dimplex Storage Heater. <p>Door to Storage Cupboard and Loft Access (items minimal): -</p> <ul style="list-style-type: none"> Server in Loft. Smoke Detector in Loft as per Zone 2. Door is a Fire Door with Self-Closure. <p>Door to Consulting Room 1 (Fire Door): -</p> <ul style="list-style-type: none"> Fire Door Keep Shut sign. <p>Door to Consulting Room 2: -</p> <ul style="list-style-type: none"> Fire Door Keep Shut and Fire Exit Keep Clear signs. 1 x Fire Action Notice – filled in ok. 1 x Smoke Detector and 1 x Sounder. 1 x 2kg CO² extinguisher and sign. 1 x 6lt Foam extinguisher. 1 x Emergency Light (central). 		N / A				

Company: **Stradbroke Medical Centre**
 Job Reference: **SMC/04/19/238/HS**

FIRE RISK ASSESSMENT

Assessment Area: **Whole Site**

Person making report: **Mr Keith R Lummis**

Report No: **007 / 1 / 2a**

Review Date: **August 2022**

Time: **Midday – 1.00pm** Date: **5th August 2021**

Page: **13 of 16**

27a	Reception Area / Kitchen	Hazard	Fire / Escape			
Risk		Those at Risk	Severity	Likelihood	Rate	Result
	Personal Injury / Loss of Life	Staff & Public	8	2	16	M
Comments		Controls Required				
Entrance Door: - <ul style="list-style-type: none"> Vision Panel and Self-Closure (Fire Door). Assembly Point sign. Door to Pharmacy: - <ul style="list-style-type: none"> Vision Panel. Smoke Detector. 						

28a	Dispensary	Hazard	Fire / Escape			
Risk		Those at Risk	Severity	Likelihood	Rate	Result
	Personal Injury / Loss of Life	Staff & Public	8	2	16	M
Comments		Controls Required				
Entrance Door: - <ul style="list-style-type: none"> Vison Panel. No Self-Closure. Hatch to Waiting Area. PAT carried out 03/2021. Ref: - Hawkesworth. 1 x Smoke Detector. Doorway to Annexe. Annexe: - <ul style="list-style-type: none"> 1 x Smoke Detector. 1 x 2kg CO² extinguisher and sign. 1 x 2lt Foam extinguisher and sign. 1 x Dimplex Storage Heater. Door to Consulting Room 3.		N / A				

L = Low Risk Maintain current standards	M = Medium Risk Interim measures may be necessary	H = High Risk Immediate Action Required
---	---	---

The Bothy – Cobbles Barn
 Wetherden Upper Town
 Stowmarket Suffolk
 IP14 3NF

Keith R. Lummis
Health, Safety and Environmental
 ✧ Auditor ✧✧✧ Management Systems ✧
 ✧ Risk Assessments ✧✧✧ Training ✧

keithrlummis@gmail.com
 Mobile 07761 125087
 Tel 01359 408372

Company: **Stradbroke Medical Centre**
 Job Reference: **SMC/04/19/238/HS**

FIRE RISK ASSESSMENT

Assessment Area: **Whole Site**

Person making report: **Mr Keith R Lummis**

Report No: **007 / 1 / 2a**

Review Date: **August 2022**

Time: **Midday – 1.00pm** Date: **5th August 2021**

Page: **14 of 16**

29a	Staff Area	Hazard	Fire / Escape			
Risk		Those at Risk	Severity	Likelihood	Rate	Result
Personal Injury / Loss of Life		Staff & Public	8	2	16	M
Comments		Controls Required				
<ul style="list-style-type: none"> Door opens into area. Door to WC (checked – ok). Door to staff shower (storage only – ok). Fire Escape to rear of premises – steel fabrication door (push-bar – no signs). Exit sign above door. Missing. Fire Exit Keep Clear on external face. 1 x Emergency Light unit and Test Points for all Emergency Lights. 1 x Break Glass Call Point at right-hand side of door. 1 x Dimplex Convector Heater. No Smoke Detection. 1 x Fire Action Notice – front of building. 1 x Assembly Point sign. <p>Mains Distribution Board checked – ok. Ref: - Styne Electrical. Carried out 08/05/2020 and due 08/05/2025 – ok.</p>		<p>Place signs.</p>				

30a	Consulting Room 1	Hazard	Fire / Escape			
Risk		Those at Risk	Severity	Likelihood	Rate	Result
Personal Injury / Loss of Life		Staff & Public	8	2	16	M
Comments		Controls Required				
<ul style="list-style-type: none"> Door opens inward (Fire Door). 1 x Smoke Detector. 1 x Dimplex Storage Heater. 		N / A				

31a	Consulting Room 2	Hazard	Fire / Escape			
Risk		Those at Risk	Severity	Likelihood	Rate	Result
Personal Injury / Loss of Life		Staff & Public	8	2	16	M
Comments		Controls Required				
<ul style="list-style-type: none"> Door opens inward (Fire Door). 1 x Smoke Detection. 1 x Small Dimplex Storage Heater. <p>Door through to Treatment Room (Fire Door): -</p> <ul style="list-style-type: none"> Fire Door Keep Shut sign and Fire Exit Keep Clear on external face. 		N / A				

L = Low Risk Maintain current standards	M = Medium Risk Interim measures may be necessary	H = High Risk Immediate Action Required
---	---	---

Company: **Stradbroke Medical Centre**
 Job Reference: **SMC/04/19/238/HS**

FIRE RISK ASSESSMENT

Assessment Area: **Whole Site**

Person making report: **Mr Keith R Lummis**

Report No: **007 / 1 / 2a**

Review Date: **August 2022**

Time: **Midday – 1.00pm** Date: **5th August 2021**

Page: **15 of 16**

32a	Lobby from Waiting Room	Hazard	Fire / Escape			
Risk		Those at Risk	Severity	Likelihood	Rate	Result
Personal Injury / Loss of Life		Staff & Public	8	2	16	M
Comments		Controls Required				
<ul style="list-style-type: none"> 1 x Sounder. 1 x Smoke Detector. Fire Exit sign above door to Waiting Room. Door to Waiting Room (Fire Door): - <ul style="list-style-type: none"> Vision Panel. Fire Door Keep Shut and Fire Exit Keep Clear. Fire Action Notice and Fire Exit sign above door. Door to Disabled Toilet (Fire Door): - <ul style="list-style-type: none"> Fire Door Keep Shut – ok (checked – ok). 1 x 2kg CO² extinguisher (no sign) was in Treatment Room. 		N / A				

33a	Treatment Room	Hazard	Fire / Escape			
Risk		Those at Risk	Severity	Likelihood	Rate	Result
Personal Injury / Loss of Life		Staff & Public	8	2	16	M
Comments		Controls Required				
<ul style="list-style-type: none"> 1 x Emergency Light. 1 x Smoke Detector. Door opens inward (Fire Door) and Self-Closure. 		N / A				

34a	Consulting Room 3	Hazard	Fire / Escape			
Risk		Those at Risk	Severity	Likelihood	Rate	Result
Personal Injury / Loss of Life		Staff & Public	8	2	16	M
Comments		Controls Required				
Door from Dispensary (Fire Door): - <ul style="list-style-type: none"> Opens into Dispensary. 1 x Smoke Detector. 1 x 6lt Foam extinguisher and sign. 1 x Dimplex Storage Heater. 		N / A				

35a	Perimeter	Hazard	Fire / Escape			
Risk		Those at Risk	Severity	Likelihood	Rate	Result
Personal Injury / Loss of Life		Staff & Public	8	2	16	M
Comments		Controls Required				
<ul style="list-style-type: none"> Light above exit to rear of premises (external). Spot Light on PIR Movement Sensor. 		N / A				

L = Low Risk Maintain current standards	M = Medium Risk Interim measures may be necessary	H = High Risk Immediate Action Required
---	---	---

