

## CHILDREN'S SERVICES RISK ASSESSMENT TEMPLATE FORM RATF-001

## Fire Risk Assessment

To be completed using: Children's Services Safety Guidance Procedure SGP 01/07 (Risk Assessment)

<b>Location / Site</b>	Purbrook Infant School
<b>Activity / Procedure</b>	Fire
<b>Assessment date</b>	24.05.17
<b>Assessment serial number</b>	Insert local serial/identification number for future reference

<b>Identify hazards</b>	
<b><u>Flames and embers</u></b>	<ul style="list-style-type: none"> <li>Burns</li> </ul>
<b><u>Smoke</u></b>	<ul style="list-style-type: none"> <li>Smoke inhalation</li> </ul>
<b><u>Cooking equipment</u></b>	<ul style="list-style-type: none"> <li>Burn whilst cooking</li> </ul>
<b><u>Fire becoming out of control</u></b>	<ul style="list-style-type: none"> <li>Burns and smoke inhalation</li> </ul>
<b><u>Hot food/drink</u></b>	<ul style="list-style-type: none"> <li>Burns/scalds</li> </ul>
<b><u>Fire circle</u></b>	<ul style="list-style-type: none"> <li>Slipping/tripping/falling once fire is alight.</li> </ul>

<b>Identify people at risk</b>	Circle boxes where persons may be affected by hazards	
<b>Employees</b>	<b>YES</b>	<b>NO</b>
<b>Visitors</b>	<b>YES</b>	<b>NO</b>
<b>Contractors</b>	<b>YES</b>	<b>NO</b>

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<b>Vulnerable persons</b>	<b>YES</b>	<b>NO</b>
<b>Pupils</b>	<b>YES</b>	<b>NO</b>

<b>Existing level of risk</b>	Consider current level of risk		
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>
<b>Control measures</b>	List your control measures required to reduce risk – add appropriate detail about the type and location of controls		

**Flames and Embers**

- Heat proof gloves to be used.
- Make sure all students stay outside of the 1.5m safety circle-marked with logs. Unless they are given permission to enter by an adult.
- Tell students that they may only walk around the outside of the fire circle.
- Students must sit only on the logs/stumps when at the fire circle.
- Ensure that students do not throw wood, sticks onto the fire.
- Remind students of the fire circle rules at the beginning of each session where fire is used.
- Bucket of water kept within reach.
- Burns kit kept within reach.

**Smoke**

- Make students aware that they can move away from the smoke if needed.
- Keep smoky side of fire circle clear if needed.
- Be aware of children who may require asthma inhalers.

**Cooking equipment**

- Keep students around the fire to a small number to prevent crowding.
- Make sure toasting sticks are of adequate length.
- Always use fire proof gloves for taking hot equipment off the fire.
- Only the adult to remove items from the fire area.
- Students will be seated when passed hot items.
- Group to move around the fire zone is a controlled and orderly manner.

**Fire becoming out of control**

- Fire will be lit away from surrounding foliage and area above fire checked for low, overhanging branches.
- Burning sticks will not be moved away from the fire.
- Water to be kept close to fire for dousing.

**CHILDREN'S SERVICES HEALTH & SAFETY**

- Fire blanket will be kept close to fire.
- Fire will be extinguished appropriately before leaving the site.

**Hot food/drink**

- Group to be told about the dangers of eating food or drinking directly from the fire.
- Food will be hot once removed from the fire.
- Encourage students to test the temperature of food before eating.
- Students told about suitable timescales for eating the food once removed from the heat.

**Fire circle**

- Ensure there is a safe working distance from the fire to prevent slipping.
- Seating around the fire is a minimum of 1.5m from fire.
- Seating is raised off the ground to aid easy exit and reduce risk of slipping.
- Ensure that group know how to position themselves safely around the fire to prevent slips or falls. Use the 'respect' position, one knee up and one knee down.
- Forest School leader to control the activity and make on the spot risk assessments at all times.
- Do not leave fire unattended at any time.

<b>Remaining level of risk</b>	Consider level of risk following use of control measures		
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>

<b>Assessor's comments</b>	Insert comments relevant to findings as appropriate
<p>At Forest School we would only plan to light the fire during a session if there is a specific purpose for the fire. We would always perform a site assessment prior to lighting the fire and only light the fire if the weather conditions are appropriate. Individual risk assessments for vulnerable children and adults will be completed.</p>	

<b>Name of assessor</b>	<b>Signature of assessor</b>	<b>Date</b>
<b>Lucy Rolfe and Emma Owen</b>	<b>L Rolfe E Owen</b>	<b>24.05.17</b>

<b>Manager's comments</b>	Insert comments relevant to assessment as appropriate

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Name of manager	Signature of manager	Date

<b>Risk assessment reviews</b>	Set future review dates & sign/comment upon completion
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Review date	Reviewed by	Reviewer signature	Remarks