

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)

Location / Site	Purbrook Infant School
Activity / Procedure	Fire
Assessment date	24/05/17
Assessment serial number	Insert local serial/identification number for future reference

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

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

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Vulnerable persons	YES	NO
Pupils	YES	NO

Existing level of risk	Consider current level of risk		
HIGH	MEDIUM	LOW	NEGLIGIBLE
Control measures	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.
- Covered bucket of water kept within reach for quick treatment of burns.
- 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 in 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.

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- 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.

Remaining level of risk	Consider level of risk following use of control measures		
HIGH	MEDIUM	LOW	NEGLIGIBLE

Assessor's comments	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>	

Name of assessor	Signature of assessor	Date
Lucy Rolfe and Emma Owen	L Rolfe E Owen	24.05.17

Manager's comments	Insert comments relevant to assessment as appropriate

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Name of manager	Signature of manager	Date
Lara Jelliff		02/09/17

Risk assessment reviews	Set future review dates & sign/comment upon completion
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Review date	Reviewed by	Reviewer signature	Remarks
06/09/18	Lucy Rolfe		
10/09/19	Lucy Rolfe		
10/11/20	Lucy Rolfe		Update re: covered bucket of water for burns.
13/09/21	Lucy Rolfe		
30/09/22	Lucy Rolfe		