



Forensec (uk) Ltd

Fire Safety Consultants

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FIRE SAFETY AUDIT

Company: Gateways School	Date of Visit: 17 th August 2017
Address: Gateways School Harewood Leeds LS17 9LE	Fire Risk Assessment: June 2011 Last Audit: 3 rd June 2016 Comments: All issues raised in our previous audit have been addressed and the site continues to make progress in all fire safety areas.
Responsible Person: Dr. Tracy Johnson; School Principal	Those items indicated by an asterisk (*) are contraventions of the Fire (Scotland) Act 2005 , and as such may become the subject of a prosecution following an inspection by the Local Authority Fire Brigade or enforcing authority as appropriate. Accordingly, those items must receive immediate attention.
Contact: Chris Furminger Operations Manager	
Fire Safety Consultant: Michael J Pierce. Grad.I.FireE., M.I.F.S.M. Ex District Officer West Yorkshire Fire Service. Fire Safety Managers Fire Risk Assessor register. Listing 0007 Warrington Certification Ltd, F.R.A.C.S. Risk Assessor's Register, Listing 0020	Is there risk of enforcement action: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

	Excellent	Very Good	Good	Below average	Poor
Facilities	10	8	6	4	0
Means of Escape	9				
Fire Alarm	10				
Emergency Lighting	10				
Fire fighting Equipment	10				
Fire Separation	9				
Management					
Maintenance/Housekeeping	9				
Training records and records	9				
Test Records	10				
Fire signage	10				
General Fire Precautions	9				
Totals	92				
TOTAL SCORE THIS AUDIT: 95%		TOTAL SCORE LAST AUDIT: 92%			

Distribution: Operations Manager
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ACTION PLAN

SIGNIFICANT HAZARDS	PERSONS AT RISK	ACTION REQUIRED	WHEN	PHOTO	BY WHOM (SIGNATURE)
5.1 Means of Escape					
The means of escape was found to be clear of any obstruction or unacceptable fire loading.					
5.2 Fire Alarm					
Improvements to the fire alarm continue to be made and any alterations to the site have been made taking the requirements of a fire alarm system into account.					
5.3 Emergency Lighting					
The emergency lighting is being replaced with updated L.E.D. units and now provides a much better, more reliable standard of secondary lighting.					
5.4 Fire Fighting Equipment					
Fire fighting equipment, both static and mobile is well provided and maintained.					

5.5 Fire Separation					
a. The stationery store is not ½ fire resisting.	Occupants of the main house.	a. The door needs to be FD30s, i.e. 1/2-hour fire resistant and fitted with intumescent strips and smoke seals. The screen into which the door is set should offer the same fire resisting quality, i.e. ½ hour.	SHORT TERM	1	
b. The door to room D21 has been greatly improved by the addition of new hinges, intumescent strips and cold smoke seals. However, there is a visible gap in the top right of this photograph which would allow the passage of heat, smoke and other products of combustion negating the good work that has been done.	Occupants of the main house.	b. Either Increase the depth of the top of the frame by The addition of timber, minimum of 25mm in thickness of suitable density which is screwed and glued at 30cm centres or provide a similar bed under the new seals.	SHORT TERM	2	
5.6 General Housekeeping/ Maintenance					
Housekeeping continues to improve with no unacceptable items being found on the means of escape.				2,3	
5.7 Training and Records					
Training is carried out and includes live fire training for the use of extinguishers. This should be repeated when considered necessary due to staff changes or time span.					

<p>5.8 Testing and Records</p> <p>Good records of testing continue to be maintained and provide robust documentary evidence of statutory requirements being met. It is recommended that all fire related records are retained for a minimum of 3 years and held in a wall mounted fire proof document safe. Specific tests area as below:</p> <p>Fire alarm weekly in house Emergency Lighting monthly in house Fire alarm all tests by contractor Emergency lighting all tests by contractor Fixed wire August 2017 P.A.T. July 2017 Gas Safe Kitchen 16.07.2017 Boilers September 2016 Lightning Protection 20.12.2016</p>					
<p>5.9 Fire Signage</p> <p>The 1st floor cleaner’s cupboard was found to be open and unattended.</p>	<p>Occupants of main house</p>	<p>Cupboards such as the should be secure when unattended. It is recommended that the store be locked when not in use and a sign displayed upon the door. E.G.:-</p> <div data-bbox="1070 1114 1227 1273" data-label="Image"> </div>	<p>IMMEDIATE</p>		

5.10 General Fire Precautions

The increase in audit score is a reflection of the continued improvements that are made at the school. The introduction of the new access control system greatly improves security and additionally contributes to fire safety.

Abbreviations

RRO	The Regulatory Reform (Fire Safety) Order 2005
DSEAR	Dangerous Substances and explosive atmosphere Regulations
DDA	The Disability Discrimination Act 1996/2006
S&S Regs	The Health and Safety (Safety Signs and Signals) Regulations 1996.

TIME SCALES (Follow Colour Code)

IMMEDIATE This is priority work, essential to the fire safety of the building. It may well be an offence not to correct faults identified

SHORT TERM These works are required by various legislation or regulation but their initial absence would not necessarily bring about legal action. They should be carried out within one month of this report.

MID TERM These are items, which would be required in a new building or alterations to an existing building. They should be implemented with 6 months of this report.

LONG TERM These are desirable features, which should be introduced as and when, budgets permit.

PHOTOGRAPHS

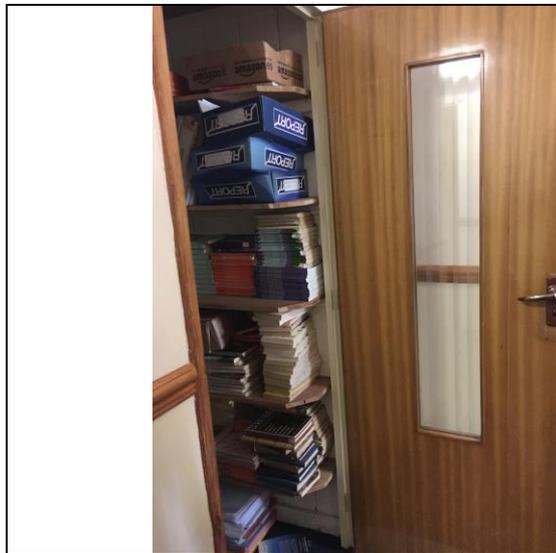


Figure 1

This stationery store should be able to protect the means of escape from any fire within it. The door needs to be FD30s standard, i.e. 1/2-hour fire resistant and fitted with intumescent strips and smoke seals. The screen into which the door is set should offer the same fire resisting quality, i.e. ½ hour. This can be enhanced by the use of 6mm polished Georgian wired glazing over the door to allow borrowed light.

It is understood that this store has been the same for many years, unfortunately it has been missed from previous audits



Figure 2

One of several doors which have been greatly improved by the addition of new hinges, intumescent strips and cold smoke seals. However, there is a visible gap in the top right of this photograph which would allow the passage of heat, smoke and other products of combustion negating the good work that has been done.



Figure 3

This cleaner's cupboard was found to be open and unattended. It is recommended that a suitable 'FIRE DOOR – KEEP LOCKED SHUT' sign be displayed upon it.