



FIRE/EVACUATION RISK ASSESSMENT

for Cole Street Methodist Church, Dudley

Fire Risk Assessment Ref: FRA0009

Date: 21/02/25 Review Date: 20/02/26

Assessor(s): DM/GM on behalf of the Property Committee

Rationale: In order for the Church to be wholly evacuated safely, efficiently and promptly in the event of fire, gas leak, bomb alert etc., the following procedures are in place:

Hazards/Risks/Persons	Control Measures	Further Considerations
<p><u>What are the fire risks?</u> Fire is most likely around the Kitchen/Stage area. Flammable liquids located in metal locked cupboard. Candles.</p>	<p>Fire blanket in position adjacent to cooker hob (checked in place by RVI every 3 months). Fire hose fixed to the wall in the passageway area. Metal cupboard locked with key access restricted behind lock code. Periodic checks made by cleaning groups to ensure flammable items are locked in metal cabinet. Candles are lit in situ and used during services only – extinguished at the end of services. (See separate risk assessment for Christingle & Drama Productions) COSHH Assessments undertaken for flammable or combustibles.</p>	
<p><u>Can a fire be detected in reasonable time and the alarm raised?</u> Alarm call points located in 4no. congregational areas around the church.</p>	<p>Alarm system installed with 4no. call points in congregational areas. Alarm systems checked every 1 month by RVI for mechanical working, strobe and sound. Sound is of 110dB siren with flashing, accompanying strobe.</p>	<p>Consider installation of extra fire alarms at exits if appropriate.</p>

Hazards/Risks/Persons	Control Measures	Further Considerations
<p><u>Can people get out the building safely?</u> 4 emergency escapes in 4 corners of the building. Escape routes published in communal rooms. Emergency lighting in place. Evacuation signage in place.</p>	<p>Emergency exits unlocked prior to event/service commencement. 1 exit permanently on push pad only (cage exit) 3 other exits on inside rotation lock (Tradesman’s Door, Main entrance, vestibule) Signage in place for evacuation route above doors and on posters (checked for correct placement through RVI) Emergency lighting installed and checked through monthly testing.</p>	<p>Consider yearly fire drills for all external, internal and weekly groups.</p>
<p><u>Is there adequate fire fighting equipment?</u> Fire fighting equipment located throughout premises.</p>	<p>Fire extinguishers with signage located throughout building. Signage directs users to safe use. Fire hose reel located adjacent to kitchen with instructions. Periodic testing of fire-fighting equipment.</p>	<p>Only confident, competent persons to operate fire fighting equipment.</p>
<p><u>Do people know what to do during a fire/evacuation?</u> Specific roles given to those in positions of duty. Procedures in place.</p>	<p>Steward on duty/door steward to assume overall control. Other stewards to act under direction. Evacuation procedures on display for users to view. Evacuation procedures announced prior to large scale events.</p>	
<p><u>Is fire fighting equipment checked, in place and training given?</u> RVI checks made to ensure all items in place and clear for use. Training given. Persons Fire warden trained.</p>	<p>RVI ensures equipment is in place – recorded on document. Spaces for equipment and signage show clearly is equipment is not in place. Competent, confident people to operate equipment in case of emergency, fighting fire from a doorway ensuring a safe evacuation route.</p>	<p>Further training to be given to all who feel confident to act at stewards in case of an emergency.</p>
<p><u>What effect would the fire have on our neighbours?</u> Detached property In proximity to other buildings.</p>	<p>Church is a detached property. Closest neighbouring property located to the rear of the building (Guild Room) approx. 6m distance. Risk of fire spreading low (wind spreading only).</p>	

Assessor(s): David Moss & Gary Moss

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