

## Fire safety

### General fire safety

#### Fire doors

Fire doors are fire resistant, and they should always remain closed. They are designed to hold flames back and restricting the spread of the fire and toxic smoke into escape routes, corridors and other areas in your home.

#### Fire alarms

A fire can start anywhere in your home. A smoke/heat alarm is vital for the early detection of a fire and are there to help protect you. We have fitted alarms in different rooms in your home and we check them every year.

## Fire safety in the home

### In the kitchen

- Never leave pans unattended when cooking.
- Don't cook if you are tired, have been drinking alcohol or taking medication that might make you drowsy.

#### **If the pan does catch fire:**

- Don't tackle the fire yourself or try to move the pan
- Never throw water onto it as this can create a fireball
- If you can do so safely – turn off the heat
- Leave the room and close the door
- Shout to warn others to get out, stay out and call 999

### Electrics

- Never overload electrical sockets
- If you have to use a fused in-line adaptor – know the limits – never overload
- Don't leave items on continuous charge
- Keep electrical appliances clean and in good working order
- Only leave essential appliances switched on such as the fridge or freezer. Turn all other electrical items off when they are not in use

### Heaters

- Sit at least one metre away from heaters
- Keep heaters well away from anything that can catch alight and never use them to dry clothes

### White goods

If you smell burning or hear electrical 'sparking' noises, unplug the appliance and seek expert advice.

Never keep white goods, especially fridges or freezers on escape routes, for example hallways and landings.

### Fire safety checklist before you go out or at bedtime

We want our tenants to keep safe. Here are some checks to do before you go out or at bedtime.

- Close all the inside doors
- Un-plug things that use electricity. But not things like fridges and freezers
- Check the cooker is off
- Do not leave the washer on at night
- Turn off heaters that are not being used
- Check the doors to the outside are clear
- Put keys where everyone can find them
- Turn off battery operated candles
- Do not leave e-cigarettes plugged in
- Don't smoke within the building
- Make sure you know how to safely evacuate your home if there is fire or an emergency
- Escape routes must be kept clear at all times

### E-cigarettes

Fires can start because of e-cigarettes. Here are some fire safety tips around buying and charging e-cigarettes.

- Never leave e-cigarettes on charge unattended for long periods
- Do not mix components of different e-cigarettes
- Only use the charger supplied
- Ensure you purchase your e-cigarette from a reputable source
- Check the e-cigarette carries CE certification
- Contact Trading Standards over any e-cigarette safety concerns

### How to charge e-cigarettes safely

- Always use the correct charger and follow the manufacturer's instructions
- Never charge a battery that has been damaged, dropped or struck
- Never plug a charger into a non-approved mains power transformer
- Check your battery has overcharge or overheat protection
- Don't overcharge. Remove the battery from charge when complete
- Never leave a charging battery unattended
- Don't use if wet
- Do not overtighten the atomiser when connecting it to the charger

### Know what to do if there is a fire

It is important to have a fire escape plan in case there is a fire in your home.

### Plan your fire escape route

- Make an escape plan and practise it regularly to make sure everyone knows how to get out safely.
- The best route is the normal way in and out of your home.
- Plan a second route in case the first one is blocked.
- Never store anything in communal areas including balconies. Items can block your escape route and be a fire risk.
- Always keep door and window keys where everyone you live with can find them.

### Escaping from a fire in your home

- If any of your fire alarms go off, follow your escape plan, get out and call 999.
- Shout 'FIRE' to warn others and do not stop to pick up valuables
- Check closed doors with the back of your hand. Do not open the door if it feels warm – the fire may be on the other side
- Smoke can kill, get down as low as possible where the air will be clearer
- If your escape is blocked by fire it may be safer to stay put until the fire brigade arrives. Close the door and use soft materials to block any gaps to stop the smoke. If you have a phone, call 999, go to a window, shout "HELP, FIRE" and wait to be rescued

### Living in a block of flats or a maisonette

#### If your escape route is clear

If your flat or maisonette is being affected by fire or smoke and your escape route is clear:

- Get everyone out, close the door and walk calmly out of the building
- Do not use the lift
- Call 999, give your address, the number of your flat and state which floor the fire is on

#### If your escape route is not clear

If there is a fire or smoke inside your flat or maisonette and your escape route is NOT clear:

- It may be safer to stay in your flat or maisonette until the fire brigade arrives
- Find a safe room, close the door and use soft materials to block any gaps to stop the smoke
- Go to a window, shout "HELP, FIRE" and call 999
- Be ready to describe where you are and the quickest way to reach you