



**IPSWICH**  
BOROUGH COUNCIL

# FLATS & MASIONETTES

## Fire Safety Advice

Ipswich Borough Council  
Grafton House  
Russell Road  
Ipswich  
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## **Fire safety**

Fire is one of the biggest killers in the home. It is important for your own safety to understand what to do in the event of a fire, whether in your own home or somewhere else in the building.

### **What the Council does to help keep you safe:**

- We carry out Fire Risk Assessments for all communal areas annually.
- Emergency lighting is checked monthly.
- Annual Gas safety Checks
- Communal Electrics tested every five years.
- Check flat entrance doors at least every 12 months.
- Check all fire doors in the communal areas at least every 3 months.

### **How you can help:**

- Do not block any escape routes.
- Keep your communal areas clean, tidy, and free from refuse and obstructions. Items left in the escape routes can prevent people from leaving the building/block and can obstruct the fire Service from gaining access.

### **What to do in the event of a Fire.**

#### **On the discovery of a fire or Activation of a Detector:**

- Leave the room where the Fire is straight away, then close the door
- Do not attempt to fight the fire unless you feel confident that the fire is small enough to extinguish quickly.
- Tell everyone in your flat and get them to leave.
- Close the flat entrance door behind you.
- Call 999 and ask for the fire Service to attend.
- Do not take any risks.
- Wait outside, away from the building.
- Do not return to your flat to pick up valuables.
- Familiarise yourself with the fire exits and the quickest route out of the building, think of a second route in case the quickest route is blocked. Know your escape route in case you need to use it in the night.
- If you feel you cannot leave the building due to the stairs, then move yourself to the furthest point away from the fire, outside of your flat. Wait for the Fire Service to arrive and assist you to get out of the building.

- If you do have mobility issue ask your housing manager to assist you in writing a Personal Emergency Evacuation Plan (PEEP) this will enable us to ascertain what assistance you require.

## **Smoke Alarms**

- Smoke alarms/detectors save lives. They are warning devices that detect the early stages of a fire. There is a detector within your flat. If this was to activate it will sound, this should give you extra time to escape.
- The detectors should be tested every month to ensure they are functioning.

**NEVER** remove your smoke alarm.

**NEVER** cover the detector.

**NEVER** use aerosol spray around the area as this may set off the detector.

## **Things to check before you go to bed:**

- Switch off any electrical heaters, blankets, televisions, and other items that do not need to run all night. Check the cooker is turned off,
- Put out cigarettes and candles safely.
- Ensure all exits are clear.

## **Fire Prevention**

- Smoking is one of the main sources of fires, more people die in fires caused by smoking than in fires caused by anything else. Please ensure that all cigarettes are extinguished fully. Do not smoke in bed, take extra care when you are tired, use medication or have been drinking alcohol. Use ashtrays and empty them regularly.
- If possible, avoid the use of candles, if you do, please use them carefully in a fireproof holder and away from anything that may catch fire. Extinguish any candles when you leave the room and make sure they have been put out properly Use a snuffer or a spoon to extinguish the candle, it is safer than blowing it out.
- Never leave any cooking unattended, take pans off the heat, make sure you keep electrical wires, tea towels and clothes away from the oven or hob. Switch off ovens and hobs when not in use.
- If you deep fry food, consider buying a thermostatically controlled deep fat fryer. If you have a pan fire, NEVER put water on it, Turn off the heat if possible. Do not move the pan. Get out the flat and dial 999. Make sure you stay awake when you are cooking.
- Microwave cooking – always check the packaging of ready meals to ensure that the cooking times are followed correctly. Check that the meal is microwavable as they may be in a foil container which are not suitable.

- Electrical sockets – do not overload plug sockets. and do not add extensions to other extensions. Unplug appliances before you go to bed. Always use the correct fuse, poorly wired appliances are a real danger - check regularly that wiring is in good condition. Do not place cables under carpets or mats.
- Portable heaters – Try to secure heaters against a wall for stability, keep clear from curtains and furniture and never use heaters to dry clothes. Use the electrical oil filled type radiators
- Furniture – Check that new furniture has the fire-resistant label on it.
- Storing too many possessions in your home poses a significant fire risk and the Firefighters fighting the fire. It can also increase the possible spread of the fire to neighbors' homes. If you feel you have too much clutter, have a clear out, your home will be safer for it.
- Electric blankets - About 5,000 fires a year are caused by faulty electric blankets, make sure your blanket is safe. Do not fold, roll, or store flat. Do not buy second hand, if it has scorch marks, worn fabric, bare wires or a buzzing connector then **replace it!**

## **Book a Home Safety Visit**

- The Suffolk Fire Service offer free home safety visits for people living in Ipswich. Uniformed Officers will visit your home to provide information and answer your questions about fire safety. To book a home visit phone 01473 260588.

Or you can get specific advice for you and your home, visit [www.ohfsc.co.uk](http://www.ohfsc.co.uk) and complete your own home fire safety check.



