



Fire Safety

Keeping your home safe from fire



This booklet has been prepared to give general advice on how to make your home safe from fire.

Easthall Park Housing Association will undertake its responsibilities in the management and maintenance of our tenants' homes and the common areas of tenement properties to ensure our properties are safe. We require our tenants and owner-occupiers to have regard for the advice on fire safety in their home. Together we can further reduce incidences of fire.

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Key Facts

Fire kills and can result in serious damage to your home and loss of personal belongings.

Did you know...?

- You are four times more likely to die in a fire if you don't have a smoke alarm that works.
- 21 people die each year because the battery in their smoke alarm was flat or missing at the time of the fire.
- Around half of home fires are caused by cooking accidents.
- Three fires a day are started by candles.
- Every five days someone dies from a fire caused by a cigarette.
- Faulty electrics (appliances, wiring and overloaded sockets) cause around 6,000 fires in the home in Britain every year.

Easthall Park Housing Association's Responsibilities

Easthall Park Housing Association, as a landlord is required to meet certain safety obligations, these include:

- Undertaking an inspection of gas appliances in our tenants' homes each year to ensure they are in good working order and safe.
- Undertake an electrical test of your property every 5 years.
- Providing fire detection in our tenants' homes, such as interlinked smoke alarms . We will check smoke alarms are in good working order at the annual gas safety inspection (We encourage tenants to regularly test their smoke alarms throughout the year).
- Maintaining our tenants' homes through an effective repairs and maintenance service.



The Association aims to implement best practice to further reduce incidences of fire and to keep our tenants safe. We will:

- Periodically inspect the common close to ensure there are no items left on landings or close entrances or exits that could be set on fire or be an obstruction to residents leaving the property in an emergency situation.
- Review signage in common closes to provide advice to residents on fire safety.
- Take account of new legislation and good practice to reduce the likelihood of fires in our tenants' homes.

The Association would encourage owner-occupiers in the maintenance of their homes to:

- Arrange an annual gas inspection by a qualified registered gas engineer.
- Periodically have the electrics tested in their home and ensure they have interlinked smoke alarms that are in good working order.





SCOTTISH
FIRE AND RESCUE SERVICE

Working together for a safer Scotland

Scottish Fire & Rescue – Home Safety Visit

Scottish Fire and Rescue do not only re-actively attend to fires, they offer a free home safety visit to everyone to provide advice and information to prevent fires starting in the first place.

Scottish Fire & Rescue provide a free home fire safety visit, which is undertaken by your local fire station. The Fire Officer will assess your home and ask you some questions about your lifestyle, which will inform the advice they give you on fire safety to improve your safety. They are also happy to answer any questions or concerns you may have. The home fire safety visit should take approximately 20 minutes and will ensure you are more aware how to prevent a fire and be prepared in the event of a fire starting in your home.



FREE Home Fire Safety Visit and FREE Smoke Alarms



**SCOTTISH
FIRE AND RESCUE SERVICE**
Working together for a safer Scotland



Scottish Fire & Rescue can be contacted for a FREE home fire safety visit through the following:

- **Phone 0800 0731 999**
- **Text 'Fire' to 80800**
- **Follow the link to Scottish Fire & Rescue's website www.firescotland.gov.uk**

Scottish Fire & Rescue will contact you within 7 days to make arrangements to visit your home and undertake the fire safety inspection.

Home Insurance

Through following the advice in this fire safety booklet it will reduce the likelihood of a fire in your home. It is important you consider how you would replace your furniture and belongings in the event of a fire in your home. Home Insurance is a way of protecting you against the impact of a serious event such as fire and the damage it can cause.

Easthall Park Housing Association would encourage you to have home contents insurance to insure your furniture and belongings. The Association promotes the Thistle Tenants Risks Insurance, where £9,000 of cover can be secured for a reasonable cost of £6.34 per month. Please contact the Association's office for a Home Insurance Pack.



How to respond in the event of a fire

If there is fire or smoke in your home or close or if a smoke alarm sounds:

- ✓ Keep calm and make sure everyone leaves immediately;
- ✓ If it safe to do so, close all doors behind you as you leave your home. This will slow down the spread of flames and reduce damage to your home and belongings from fire;
- ✓ Leave the building using the nearest exit;
- ✓ Call 999 and ask for Fire and Rescue Service and tell them the address and location of the fire;
- ✓ Assemble with other residents in the close directly across the road and wait for the Fire Brigade to attend. The firefighters will want to ensure all residents have left the flat or property on fire.
- ✓ If you are unable to leave your home due to a fire blocking the exit or in the common close, go to a room in your home where there is a window and a phone

Do not:

- ✗ Stop to collect belongings or investigate what has happened;
- ✗ Delay your exit from your home and the common close;
- ✗ Return to your home unless instructed by a Fire Officer.

General Advice to Avoid Fires

This section of the Fire Safety booklet covers the most common causes of fire, as well as provides general advice to improve your safety in the event of a fire.

Main Causes of Fire

1. Electrical Sockets & Electrical Appliances

You can reduce the risk of fire by:

- Not overloading sockets.
- Only having one plug in each socket and use extension leads safely.
- Switching off and unplugging electrical items when not in use or before you go to bed (unless designed to remain turned on e.g. freezer)
- Don't charge phones, ipads, etc overnight.
- Don't try to fix faulty electrics.
- Report any required repairs to the Association's office as soon as possible.

An extension lead or adaptor will have a limit to how many amps it can take, so be careful not to overload them and reduce the risk of fire. Appliances use different amounts of power – a television may use a 3amp plug and a vacuum cleaner a 5amp plug for example.

Know the limit!

5 AMP + 5 AMP +
3 AMP = 13 AMP



2. Cigarettes

Cigarettes are a main cause of fire and this can be prevented by:

- Putting cigarettes out, Put Them Out, Right Out!
- Once your cigarette has been stubbed out dispose of them safely.
- Consider wetting the cigarette and disposing it in an outside bin.
- Use a proper ashtray, where it can't tip over and it is made of a material that won't burn.
- Consider making your home a 'no smoking' area, where you, household members and visitors require to smoke outside similar to public places.
- Never smoke in bed.
- Keep matches and lighters away from children.



3. Kitchen

Approximately 60% of house fires start in the kitchen. They can be prevented by:

- Turning off cookers and ovens when not in use;
- Not leaving pans unattended and take extra care when cooking with hot oil.
- If oil starts to smoke then turn off the heat and leave it to cool.
- Regularly clean the grill or frying pans to remove fat / grease, which can ignite a fire.
- Keep tea towels and cloths away from the cooking area
- Take care if you are wearing loose clothing, as they can easily catch fire.
- Don't put any metal in the microwave.
- Don't leave children alone in the kitchen when cooking.

If your pan catches fire:

- ✗ Don't take any risks. Turn off the heat if it's safe to do so. Never throw water over it!
- ✗ Don't tackle the fire yourself.

Get Out, Stay Out and Call 999!

4. Candles

Candles have a naked flame and you should:

- Make sure they are fully extinguished after use.
- They are not left unattended
- They are put on a safe surface.
- Keep them away from curtains, fabrics, pets or children.
- Put them in a fire proof folder
- Use a snuffer or a spoon to put out candles. Its safer than blowing them out when sparks will fly.



5. Gas Appliances

Gas appliances can catch fire and you should:

- Ensure you provide access to carry out the annual gas safety check of your gas central heating system boiler.
(Please note – The Association will force access to your home to attend to your annual gas safety check if you repeatedly do not provide access or fail to arrange the annual service inspection. In these circumstances you will be recharged the cost of the forced entry.)
- Always use a Gas Safe registered engineer if you have a faulty appliance or installing a new or replacement gas appliance e.g. cooker.
- Keep clothing, furniture and other flammable items away from gas appliances e.g. gas fires.



- Do not use heaters to dry clothing.
- Ensure gas fires or portable heaters are turned off when not in use.
- Use a guard for gas fires to ensure the safety of children or pets.
- When buying a new gas cooker ensure they comply with gas safety regulations:
 - » Only a Gas Safe engineer must install your gas cooker.
 - » A minimum of 20mm space is required either side of the appliance.
 - » They must contain a Flame Supervision Device. The device detects if the flame is extinguished and cuts off the gas supply.



6. Household Items

Everyday household items can cause or inflame a fire and you should:

- Always ensure your furniture has a fire resistant label.
- Don't leave electric blankets folded as this damages the electrical wiring, roll them up.
- Unplug electric blankets before going to bed.
- Secure portable heaters up against the wall to prevent them from falling over.
- Keep portable heaters away from curtains and furniture and guarded safely from children and pets.
- Close all internal doors at night to stop fire spreading.



Advice to prevent fires

1. Smoke Alarms

Smoke alarms can detect smoke and fires and you should:

- Make sure you test your smoke alarms regularly and tell us about any problems.
- Never cover up smoke alarms.
- Never paint your smoke alarm. If your smoke alarm has been painted contact the Association immediately.
- If you have a battery operated smoke alarm you should test it every week and replace the batteries every year. Never remove batteries without replacing them.
- Report any faults or damage to the Association's office immediately.



2. Alcohol or medication

If you are under the influence of alcohol or on medication it can impair your judgement, you should:

- Drink safely and take care when you have been drinking.
- Remember to turn off appliances e.g. gas fire, cooker.
- Not attempt to cook.



3. Common Close

The landings, stairs and close doors should be kept clear to avoid obstructions in the event of an evacuation due to a fire or other emergency situation. You should not leave the following items in the common close;

- Bicycles;
- Furniture;
- Play equipment; or
- Any other items causing an obstruction or a fire hazard.

You can dispose of bulk items at your nearest recycling facility located at: Queenslie Industrial Estate, 90 Easter Queenslie Road, G33 4UL

If you are unable to dispose of your items, you can request a bulk uplift from Glasgow City Council (There is a small charge for this service). The City Council's contact details are as listed:

- Website www.glasgow.gov.uk/bulkwaste
- Telephone 0141 287 9700

The Association will immediately remove any bulk items that are combustible or cause an obstruction /risk and left in the common close due to the risk of fire. We will make efforts to contact the tenant or owner-occupier and we will assess the condition and value of items left in the close and decide whether to put these into storage.



We will give tenants or owner-occupiers a reasonable period to remove other items (non-combustible) that are left in the common close and potentially causing an obstruction to any persons living in or visiting the close. We will make a charge if we require to remove and store any bulk items from the common close.



4. Be Prepared and Plan Your Escape

It is essential that tenants and owner-occupiers and members of their household are familiar with a fire escape plan and all escape routes. Our advice is to always get out the property either through your front door or if you live in a tenement by the common close and the front entrance door, although you may have to consider the backdoor or verandah if fire restricts access.

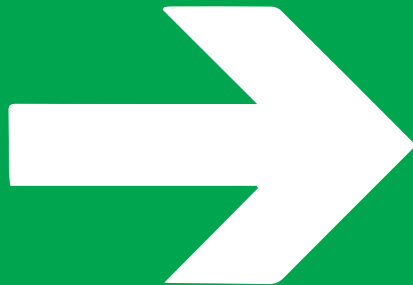
Other key considerations in planning your escape route are:

- Keep all exits and common areas clear at all times.
- Keep internal and external fire doors closed to prevent the spread of fire
- Keep your property address and postcode near your telephone as this will help children, relatives or visitors to your home call for help and provide emergency services with accurate information.

**PLAN YOUR
ESCAPE**

- Keep a good quality torch in your home and within easy reach. Make sure all your household members know where to find it. This will help you leave the building safely during the night if electricity or lighting fails.
- Ensure keys for the front door to your home are accessible to you.
- If any member of the household has a disability make sure their aids are easily accessible to them. Remember to tell the Fire & Rescue Service if anyone has a disability and is unable to leave the property.
- Discuss and practice this plan with other members of your household.
- In the event of a fire, don't stop or go back for your belongings.

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Useful Contacts

Easthall Park Housing
Association

0141 781 2277
www.easthallpark.org.uk

CLC All Trades

0141 556 3500
(Out of Hours Emergency Repairs)

Gas Sure

01294 468113
(Out of Hours Gas Repairs)

Scottish Fire and Rescue
Easterhouse Community Fire Station

0141 771 2233
www.firescotland.gov.uk

Police Scotland
Easterhouse Police Station

0141 532 4264

Utility Companies

Scottish Gas

02085 281 525

Emergency Gas Escapes

0800 111 999

Scottish Power

0800 092 9290

Scottish Water

0800 0778 778

Home Insurance

Thistle Tenants Risks

0345 450 7286





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A REGISTERED SOCIETY UNDER THE CO-OPERATIVE AND COMMUNITY BENEFIT SOCIETIES ACT 2014: NO 2409R(S), A REGISTERED SCOTTISH CHARITY - SC052929 AND WITH THE SCOTTISH HOUSING REGULATOR: HAC238. Property Factors No PF000393