



KSC Fire Risk Assessment

This fire risk assessment will be reviewed annually, or sooner if any major changes occur to buildings or procedures.

Version / Date	Changes
V.001/Sept 2025	Document updated onto new word format from Publisher. Reviewed September 2025. New fire exit signs installed on recommendation of fire service.

Definitions

“Helpers” are members who help with any aspect of running the club.

“Lodge Officials” are helpers who help with running the main Lodge room.

“Instructors” are helpers who give ski and snowboard instruction on the slope.

“Members” are members of the club who do not fall into one of the above categories.

“Adaptive” is a ski/board session for people with a disability.

Carrying out the assessment

Plan: Identify the fire hazards.

Identify people at risk.

Evaluate, remove or reduce the risks.

Record findings, prepare an emergency plan and provide training.

Review and update the fire risk assessment regularly.

I will be considering:

- Emergency routes and exits
- Fire detection and warning systems
- Fire fighting equipment
- The removal or safe storage of dangerous substances
- An emergency fire evacuation plan
- The needs of vulnerable people, for example the elderly, young children or those with disabilities
- Providing information to people on the premises
- Lodge Officials’ and Instructors’ fire safety training

The items of equipment which may contribute to the starting or spread of a fire are identified in the following pages where they have been grouped into distinctive areas of KSC.

Members of KSC are generally fit and active people. The exception to this are our adaptive members where we have a specific “slot”. These members are usually accompanied by family and/or trained helpers who are experts in the adaptive members needs in the event of an evacuation. Instructors who attend these sessions have been trained in the general needs of adaptive members. Any adaptive member who arrives on their own, in the event of an emergency evacuation, would have disability “experts” present to assist with their evacuation.

Members and the general public, only have access to the main Lodge room, kitchen, changing rooms and toilets, from where there are two egress routes out of the Lodge.

Members who are Lodge Officials or Instructors receive emergency evacuation training on a yearly basis, in September.

Fire evacuation signage is displayed in all areas of the Lodge.

In ALL cases fixed and portable electrical equipment is visually inspected before use and any defects reported to the committee via the slope checking sheet and/or the maintenance book, both kept in our kitchen.

Section 1 - Identify the fire hazards.**The Lodge**

<u>Committee Room:</u>	
	Microwave The Committee room is only accessible by a few helpers. It is used for admin tasks as well as hosting courses where the Overhead Projector (OP) is used.
	Fridge It has been identified that the fire alarm may not be heard in this room. This is particularly important as there is only one egress point. Helpers who use this room are made familiar with emergency evacuation procedures before using the room. When this room is used for a course the emergency evacuation procedure is stated at the beginning of the course.
	Projector Should a fire start in another part of the building and it becomes clear that it is safer to stay in the committee room until help arrives as it has a fire door which will hold back the fire for at least 30 mins.
	Computer network cabinet It would be useful for any occupants to have a mobile phone from which they can contact the emergency services. All electrical items are serviced and tested as required.
	General user computer equipment for use by admin staff

	Heater
<u>Tank Room:</u>	
<u>Tank Room:</u> 	The Tank room is only accessible by a very few helpers (maintenance team). It contains the water tank which holds the reserve water for the slope misting system. There are two egress routes from this room. All electrical items are serviced and tested as required.
<u>Maintenance Room:</u>	
  	The Maintenance room is only accessible by a very few helpers (maintenance team). It contains equipment for maintaining plant and equipment. There are two egress routes from this room. All electrical items are serviced and tested as required. Above is a portable drill Left is a fan. De-humidifier
<u>Kitchen:</u>	
	All electrical items are serviced and tested as required.

<u>Instructor room:</u>	
	There must not be anything which blocks the vents on any de-humidifier (heater or any electrical appliance with vents). There was previously a hook above the dehumidifier and jackets were left covering the dehumidifier. Since highlighting this, the hook attached to the wall holding this jacket has been removed and a notice added above the de-humidifier.
Video recording equipment 	All electrical items are serviced and tested as required.
<u>Main Lodge room:</u>	
 	All electrical items are serviced and tested as required. Dehumidifier 2 -off Heaters to warm/dry the Lodge

	Video display
	Electronic scales
	Vending machine
	Boot dryer

Toilets and store cupboard:

Water heater in Gents



Extractor fans in both toilets



Electrical distribution board in Gents all access to electrical equipment is under lock and key,



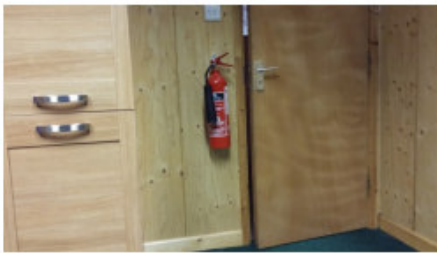
Vacuum cleaners

All electrical items are serviced and tested as required.

	Outside:
     	I am mainly looking here at the possibility of a fire being started deliberately and it spreading. There is little risk of any person being harmed if a fire started outside. Looking at the photos the “gardeners” have cut back “fuel” from our buildings creating a fire break, it is important that the shrubbery is cut back regularly. The bin is chained to the tree, away from our buildings. Under our viewing gallery, in a locked area, 3off - 11Kg gas bottles are kept. The fire service needs to be informed of these. All electrical items are serviced and tested as required. The above 4 photos show where and how the undergrowth (fuel) has been cut back to remove fuel from next to our buildings.

Section 2 - Lodge Firefighting equipment.

Kitchen showing a fire blanket and fire extinguisher. With a “fire point” sign next to it.



Committee room fire extinguisher.



Workshop fire extinguisher and sign.



Main lodge room there are 3 off fire extinguishers and signs.



All our firefighting equipment is inspected and inspection recorded in accordance with fire regulations.

Section 3 - Fire Evacuation plan.

There are two fire evacuation plans on the walls of the main room in the Lodge. As people don't tend to read such notices, included in the training of our "Lodge Officials" is our emergency egress routes and plan of action.

At our yearly training events for "helpers" the "Plan of action" will be shared.

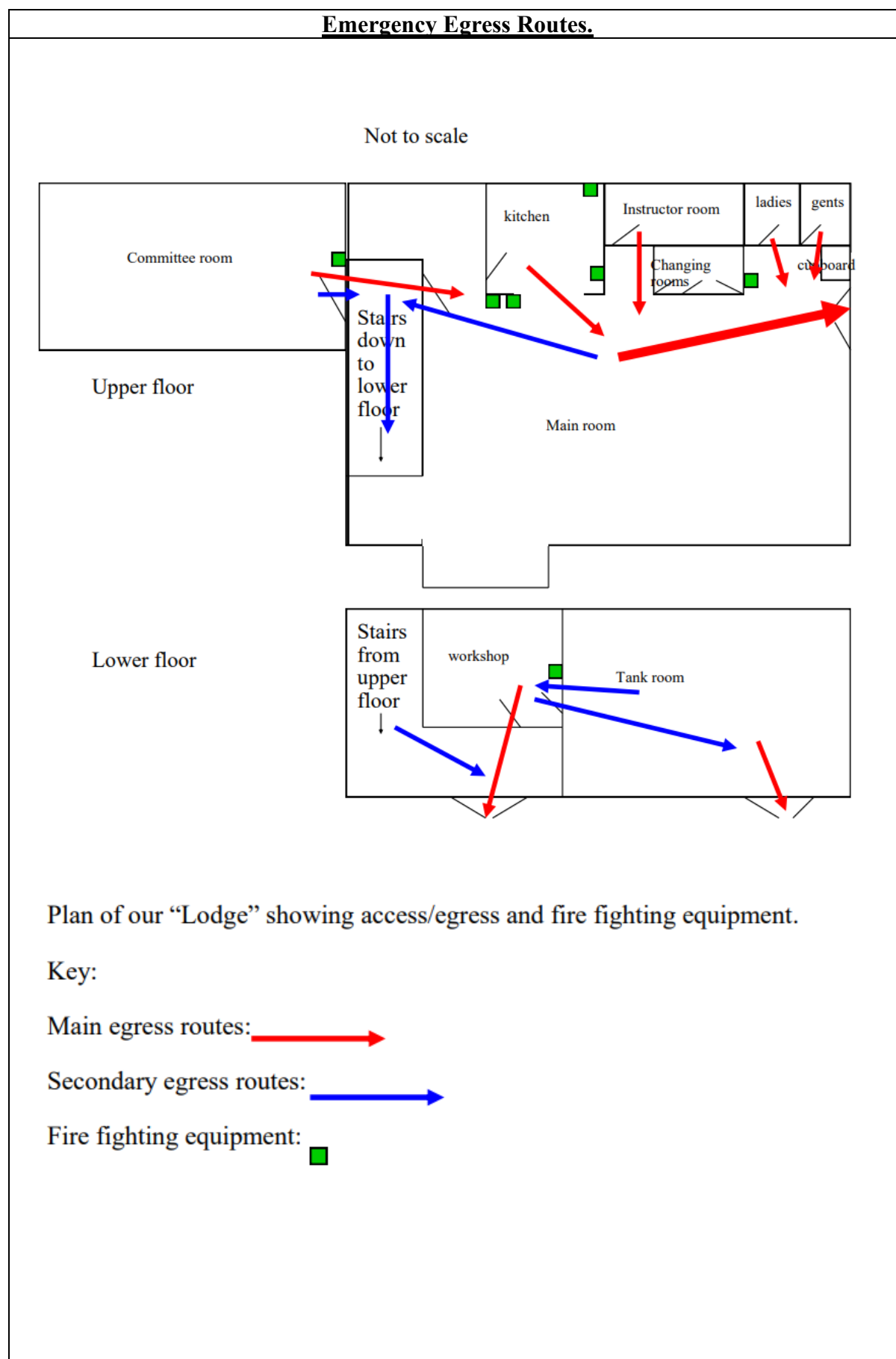
Plan of Action:

On discovering a fire, raise the alarm by shouting Fire, Fire, Fire.

Ensure the building is evacuated and the Fire Service is called.

If the fire is small and you feel able to tackle it, use the correct fire extinguisher for the type of fire. **Do not put yourself at risk.**

Any members in our committee room, workshop or tank room will have received emergency evacuation training so will be aware of the egress route.



Section 4: Plan of action: January 2025**General training:**

At the yearly Lodge Official/Instructor training sessions participants will be informed of their responsibilities in coordinating evacuation in the event of a fire. They shall all be informed that they should make a visual inspection of any electrical item before use. Should any defect be seen, the item must not be used, if possible, removed to either the committee room or the instructor room or a note attached to the item stating that it should not be used, and a note made of the item and defect on the slope checking sheet. and/or the maintenance book, both kept in our kitchen.

The Lodge Officials will direct our members and any members of the public out of the Lodge and direct them to our external car park.

The Lodge Officials will set off the fire alarm and check that the kitchen, instructor room, changing rooms and toilets are empty. They will contact the emergency services informing them of the fire.

Committee room:

Install a wired fire alarm system which can be heard from all rooms in the lodge. **(Now in hand)**.

At the training of members who use the committee room they will be informed that at least one member using the room will have a mobile phone on their person.

Main Lodge:

Boot dryer needs annual deep clean, to be added to maintenance yearly job list.

Any defective equipment capable of causing harm to an individual or starting a fire should be removed to the committee room or workshop or a notice attached stating that the item must not be used and a record made in our maintenance book and/or slope checking sheet, both kept in our kitchen.

New Fire exit signs have been added to the back stairs on the advice of the Fire Service.

Outside:

The gardening team have been requested to keep the shrubbery down around all our buildings.

Inform the fire service that three 11Kg gas bottles kept under the gallery.
(LPG signage will be added to the outside of the cupboard under the gallery).

The BBQ should not be positioned next to the Lodge or any of our other buildings, hedge rows etc, when in use, due to the risk of fire and its subsequence spreading.

[illegible]

