

BERNIA

Staying safe in your home

Fire safety advice



Delivering
exceptional
housing
services

If there is a fire in your home

- Alert your household and get out quickly.
- If smoke is present, keep low.
- Close the doors behind you to prevent the spread of smoke and fire.
- Don't return to investigate or fight the fire.
- Call 999, even if you think someone else may have already done it.



TOP TIP

Get out.
Stay out.
Call 999.

If your escape route is blocked

- Try and get everyone into one room, ideally with a window and a phone.
- Put material around the door to prevent smoke from entering the room.
- Open the window and call for help.
- If you are on the ground or first floor, you may be able to escape through the window. Try and find things to cushion your fall, and then lower yourself down.
- If you can't open the window, you may be able to break the bottom corner. Use a towel or blanket to make jagged edges safe.



In case of an emergency

To ensure your, and your families, safety in an emergency, you should make sure you have planned what to do if a fire breaks out. There will already be a fire action plan for your building which may be 'stay put' or 'evacuate'.



Fire
Action

If fire breaks out in
your home...

If you see or hear of a fire in
another part of the building...

To call the fire
service...

Look out for fire action notices similar to this in the entrance to your building and at final fire exit doors.

- You should familiarise yourself with this notice and all escape routes out of your building. The best escape route is the usual way out of your home, but you should plan an alternative if possible, in case it is blocked.
- If you have children or vulnerable adults in your home, it is particularly important to make sure everyone knows what to do in the event of a fire.



TOP TIP

Plan an escape route



TOP TIP

Show guests the escape route

Communal areas

Communal areas are generally internal spaces which are shared by all people within the building, and are those which lead from the entrance door of your home all the way to the final exit door of your building. These areas must be kept clear at all times so you can get out of your home if a fire breaks out.

Why?

- Stored items can prevent access for the emergency services.
- They can encourage the spread of fire and may give off toxic smoke.
- These items pose a trip hazard and may prevent your, or your neighbours, escape.
- It makes it harder for others to start a fire deliberately.



What items are you permitted to have in the common areas?

- | | |
|--|--|
| <input type="checkbox"/> Mobility scooters | <input type="checkbox"/> Pictures/cork boards |
| <input type="checkbox"/> Prams | <input type="checkbox"/> Cupboards/shoe racks |
| <input type="checkbox"/> Bicycles | <input checked="" type="checkbox"/> Small natural pot plants on window sills |
| <input type="checkbox"/> Furniture or garden furniture | <input checked="" type="checkbox"/> Small flame retardant door mats |
| <input type="checkbox"/> Clothing/shoes etc. | |
| <input type="checkbox"/> Carpets/curtains | |

- **DO NOT** interfere with any fixtures or fittings that are fixed to the walls of the communal area that are there for your safety.
- **DO NOT** block any designated passageway or escape route. It must be kept clear so you can escape.



If you notice anything which could lead to a fire spreading or prevent you from getting out safely such as faulty emergency lights on escape routes, smoke alarms not working, broken handrails or problems with the staircase, **REPORT IT** to our Contact Team on 0344 800 3800.

Fire Safety Do's and Don'ts

- **DO NOT** cover electric heaters with washing.
- **DO NOT** leave the washing machine, tumble dryer or dishwasher on when you go out or go to bed. Their high speed of operation, friction and motors mean they can be a fire risk.
- **DO NOT** overload adaptors with too many plugs.

Rubbish

- **DO** dispose of your rubbish via the rubbish chute or refuse bins in the designated areas of the building.
- **DO NOT** leave rubbish or other items for collection in the corridor.
- **DO NOT** allow junk mail to collect on the floor of the communal area. This can be the seat of a fire or can lead to you slipping when exiting the building.

Balconies

- **DO** use chairs and furniture that can be moved easily, portable clothes dryers etc.
- **DO NOT** have permanent or heavy furniture and constructions on your balcony.
- **DO NOT** use barbeques indoors or on your balcony.
- **DO NOT** install a fixed washing line.
- **DO NOT** store hazardous items including plastic storage sheds on your balcony.
- **DO NOT** store large amounts of items and NEVER store flammable material.

Electrics

- **DO** make sure all electrical appliances have a British or European safety mark when you buy them.
- **DO** remove fluff from the lint filter every time you use a tumble dryer.
- **DO** check hidden cables and leads, e.g. behind furniture or under carpets and mats. Replace any that are worn.
- **DO** keep hot electrical items, e.g. irons, hair straighteners, away from curtains, carpets or anything else that could catch fire. **DO NOT** leave them plugged in and unattended.
- **DO** unplug appliances that are not in use, especially heaters and irons.
- **DO** look out for signs of dangerous or loose wiring such as scorch marks, hot plugs and sockets, fuses that blow or circuit-breakers that trip for no obvious reason, or flickering lights.
- **DO** check that you use the right fuse in plugs and the recommended bulb wattage in light fittings to prevent overheating.
- **DO NOT** buy cheap, counterfeit chargers for items with Lithium batteries
- **DO NOT** overload electrical sockets or extension cables and watch out for faulty and over-heating electrical equipment and wiring/cables.



KNOW THE LIMIT!
5 + 5 + 3 = 13
AMP AMP AMP AMP



Fire doors

If you live in a flat your front door helps to prevent fire from spreading into communal areas and escape routes. All front doors in blocks of flats should be fire resistant because they help to prevent fire from spreading.

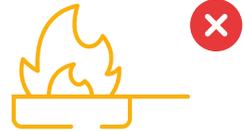
- Make sure all doors and any fire doors fitted within your property close properly. Never wedge open a fire door.
- Front doors must have a self-closing device so this should never be removed.
- Altering your letterbox or adding a cat flap to your door will affect the fire safety of your home and the entire building. Even minor alterations can affect the design of the building's fire safety systems.
- Never interfere with any fixtures associated with any fire door including hinges, self closing devices, smoke seals, glazing including any glazing beading and locking mechanisms.
- If you have a fire-resistant door in your home you must first seek written permission if you wish to make alterations to it so that Bernicia can properly assess the fire safety implications. If your door or letterbox has been damaged, please report it to us for inspection and repair.



In your home

Fire safety in the kitchen

- Take pans off the heat or turn them down if you must leave the kitchen whilst cooking, and make sure you turn the cooker off when you have finished.
- Take care if you're wearing loose clothing as it can easily catch fire.
- Keep tea towels and cloths away from the hob.
- Keep the oven, hob and grill clean and in good working order. A build-up of fat and grease can ignite a fire.
- Take special care when deep fat frying. If the oil starts to smoke, it is too hot and could catch fire. Turn off the heat and leave it to cool.
- Never put metal in the microwave.



Naked flames

- Stub cigarettes out properly and dispose of them carefully. Never smoke in bed.
- Make sure your ashtray can't tip over and is made of material that won't burn.
- Take extra care if you have been drinking, you are tired or taking prescription drugs.
- Portable gas heaters must not be used.



TOP TIP
Put them out.
Right out.

- Place candles in a heat resistant holder on a stable surface, which won't be knocked over. Don't place them next to anything that can catch fire easily.
- Make sure you put out any candles, incense and oil burners when you leave the room and especially before bed.
- Keep matches and any other sources of ignition out of reach of children.



Smoke alarms could save your life!

Ensure smoke alarms are fitted in your home. Smoke alarms save lives, but only if they are working. Test them regularly, at least once every week. If you do not have smoke alarms fitted or they are faulty ring 0344 800 3 800.

Don't put smoke alarms in or near the kitchen or in the bathroom where smoke or steam can set them off by accident.



Need to contact us?



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