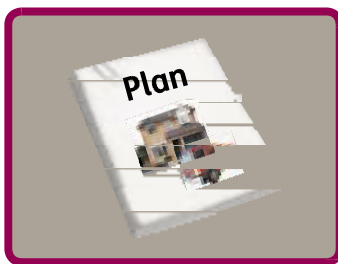


Fire safety



Easy read

Fire emergency plan



You must have a Fire Emergency Plan so you know what to do if a fire starts in my home.

- You need to practice the things in your Fire Emergency Plan often. For example:
 - Fire escape routes. These are safe ways of getting out of my home.
 - What to do if you can not get out of my home.
- Keep the fire escape routes clear from objects.



If a fire starts

If a fire starts you must not try to put it out. You need to follow my Fire Emergency Plan and if possible:



1 Get out
of my home



2 Stay out
of my home



3 Ring
the Fire Brigade
on 999 or 112



Golden Lane Housing

working in partnership with 

Fire safety in your home



Smoke alarms and emergency items

There is a lot of smoke during the 1st stages of a fire. When the smoke alarm goes off it can give you a few minutes to get out of my home.



You must:

- Check your smoke alarms every week.

Golden Lane Housing's contractor will service:

- Smoke alarms every year.
- Emergency lights every 6 months (if you have any).
- Fire panels every 3 months (if you have any).



In your kitchen



Chip pans and deep fat fryers

Only enclosed fryers are strongly recommended.

- Dry the food before it is put in the pan.
- Do not fill the pan more than 1/3 full of fat or oil.
- Do not leave it unattended. After use, turn off the heat and leave the oil to cool, otherwise it can catch fire.



Other ways to keep safe in the kitchen

- Turn pan handles inwards away from the front of the cooker.
- Keep the oven, toaster, hob and grill clean. A build up of crumbs, fat and grease can easily catch fire.
- Make sure things like oven gloves and tea towels are kept away from naked flames. For example, the gas cooker hob.
- Do not use matches or a lighter to light a gas cooker. Use a spark device.
- Keep electrical leads on things such as kettles and toasters always from the cooker and water.
- Turn off all cooking appliances after use.



Fire safety in your home

Around your home and outside



Plugs and cables

- Do not put cables under carpets or mats.
- Check for signs of loose wiring and faulty plugs or sockets, such as scorch marks or flickering lights.
- Do not put too many plugs in a socket or an extension.



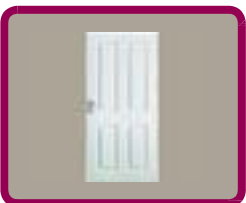
Electrical items

- Switch off and unplug all electrical items when they are not being used. For example; a computer, a television, a washing machine and a tumble dryer.
- Get electrical equipment tested for safety regularly.
- Do not leave electric blankets on over night unless it has thermostatic controls for safe all-night use.



Lights

- Do not put lights and bulbs near curtains and other fabrics.
- Turn lights off when they are not being used.



Doors and fire doors

- Try to keep the doors of each room closed.
- Close all the doors of each room before going to bed.
- Do not block fire doors (if you have any).
- Do not use objects to keep the fire door open. For example, furniture.



Open fires and portable heaters

- Always put a fireguard around an open fire.
- Do not dry clothes or put newspapers on a fire guard or a portable heater.
- When using a portable heater put it against a wall, facing into the room.
- Do not put a portable heater near curtains or furnishings.





Things that can catch fire easily

- Store flammable liquids safely. For example, paint, varnish.
- Do not keep piles of newspapers and magazines. These can catch fire easily and will burn quickly.



Candles and naked flames

- Before leaving a room put out candles and naked flames. **It is strongly recommended not to use candles inside a property.**
- Put out barbecues and chimniers after they have finished being used.



Smoking

- Make sure all cigarettes are put out properly in an ashtray.
- It is not safe to smoke in a bedroom. A person can fall asleep whilst smoking.
- **It is strongly recommended to smoke outside a property.**



Know where keys are kept

- Know where to find the keys for the windows and doors.

Bedtime routine



Every night before you go to bed you should: (✓ tick)



Switch off and unplug all electrical equipment unless it is meant to be on.



Switch off and unplug portable heaters (if any have been used).



Before emptying ashtrays make sure the contents are cold (if one has been used).



Close the doors of each room.