



Fire Risk Assessment and Fire Safety Information for Residents of Hammond House

We're sharing important fire safety information and the results of our latest Fire Risk Assessment. Please take some time to read this leaflet as it contains useful information that will help to keep you safe.



What is a Fire Risk Assessment?

A fire risk assessment is an inspection by a qualified assessor who checks that both communal and external areas of a building are safe in the event of a fire.

These assessments take place each year and identify any potential risks which are then fixed.

They check that fire protection equipment is maintained, including fire alarms, emergency lighting and other safety features.

Stoke on Trent Housing Society manages fire safety in accordance with government fire regulations (The Fire Safety Regulatory Reform Order 2005 and the Fire Safety Act 2021). We also welcome visits from the Fire and Rescue Service who review our fire risk assessments and general fire safety too.

Our Fire Risk Assessments are completed by **Construction Safety Limited**.

If you would like a copy of the latest Fire Risk Assessment for your building or would like to report a fire hazard email info@stokeontrenthousingsociety.org.uk or call **01782 968566**.

Here are the results of the last Fire Risk Assessment for Hammond House that was completed in October 2025:

Fire Risk Assessment Summary:

- ❖ The likelihood of a fire in this building is **Medium** - this assessment is normal for a high rise building that has appropriate controls in place for any potential hazards.
- ❖ The resulting risk rating assessment of the building is **Tolerable** – this means that no further fire precautions are required, however there may be a need for reasonably practicable improvements that involve minor or limited cost.
- ❖ In the event of a fire, the risk to life would be **Slight Harm** – this is because an outbreak of fire would be unlikely to result in serious injury or death (other than an occupant sleeping in a room where a fire occurs).
- ❖ The risk to life from a fire in this building is **Tolerable** – again this means that no further fire precautions are required, however there may be a need for reasonably practicable improvements that involve minor or limited cost.

Actions from the last Fire Risk Assessment:

Further Control Measures Required	Priority	Status
Housekeeping Two lobby doors had damaged fire seals. A stair way door did not self-close A door to the waste chute did not self-close The self-closer requires adjusting to ensure the door fully closes fully into the rebate.	Short	Work Completed
Liaison with the Fire Service At the time of the assessment a lift was out of service and the information was not include in the Property Information Box.	Short	Work Completed
Overall Comments		
❖ Overall, the premises are clean and tidy and well maintained. ❖ Records are to date. ❖ All flat entrance and communal lobby doors in the property have been replaced in 2020. ❖ A Building Safety Case and Safety Case Report have been produced for the property and submitted to the Building Safety Regulator.		

What Should I do in the Event of a Fire?

If there is a fire in your apartment:

- ✓ Close all internal doors if safe to do so.
- ✓ Leave your flat making sure that the door is closed behind you.
- ✓ Do not use the lift, instead exit the building using the stairs.
- ✓ Alert the fire service by calling 999



If there is a fire elsewhere in the building.

- ✓ Your building is designed to contain a fire within the apartment where it starts. This means a Stay Put policy (delayed evacuation) is in place and it will be safer for you to stay in your home if the fire is elsewhere.
- ✓ You should make sure your front door is closed and stay in your home until you are told to leave by a fire officer.
- ✓ Call 999 if you feel unsafe at any time.
- ✓ If smoke or heat affects your home, or you are told to leave by the fire service, or you are in any doubt, leave your home immediately. The fire service will always take charge of the building in the event of a fire.

How to Help Minimise the Risk of a Fire

Fire Doors

The fire door to your apartment is an important element to keep you safe in case of a fire. They have been designed to withstand fire and smoke for 60 minutes. Please don't alter your front door, it is designed to withstand fire and smoke and any alteration could reduce its effectiveness. If the door or the closer is damaged or not working properly, please let us know so that it can be addressed.

We will check your door each year, so please allow access to your home, it may save you in the event of a fire.

Fire Safety Advice

- Keep the communal areas clear of obstructions as this forms the fire escape routes.
- Do not prop open fire doors.
- Do not leave candles unattended.
- Do not overload electrical sockets.
- Keep the area clear around places which get hot, for example cookers.
- Replace your chip pan with a deep fat fryer with a safety cut off.
- Check electrical wiring is in good condition and that plugs do not have any scorch marks.
- Do not store flammable materials such as gas bottles.
- Report any damage to the fire doors or other firefighting equipment.
- Allow essential maintenance, including the annual check of the fire door to your apartment.
- Before doing any DIY check with the Society if it will affect any fire safety features.
- If you smoke, please ensure that the cigarette is fully out, use a proper ashtray, do not leave unattended and do not smoke if tired or have been drinking.

Residential Personal Emergency Evacuation Plans (RPEEP)

If you need help to evacuate your home in the event of a fire - due to either a permanent or temporary disability, please let us know as soon as possible so that we can carry out a person-centered fire risk assessment (PCFRA).

The person-centered fire risk assessment considers how a person's characteristics, behavior and capabilities may increase the likelihood of a fire or affect their ability to recognise and respond to a fire or warning of fire. For example, if you have injured your leg and are on crutches this may affect your ability to respond to a fire.

The aim of the assessment is to identify whether a Personal Emergency Evacuation Plan (PEEP), is required to tailor emergency arrangements.

Please contact us if you feel that you would benefit from a PCFRA or if you have had a temporary change of circumstances with your health or mobility.



E-Bikes and E-Scooters

E-bikes and e-scooters are becoming increasingly popular, with the fire brigade reporting a huge spike in fires caused by them. When charging your e-bike or e-scooter, it's important to:

- Follow the manufacturer's instructions, always unplug your charger when its finished charging.
- Ensure you have a working smoke alarm where you charge your e-bike or e-scooter.
- Do not charge batteries overnight while you are asleep or away from home.
- Always use the approved manufacturers charger for the e-bike or e-scooter.
- Buy an official replacement charger from a reputable seller.
- Do not cover chargers or battery packs when charging as this could lead to overheating.
- Do not charge batteries or store your e-bike or e-scooter near combustible or flammable materials.
- Do not over charge the battery.
- Do not overload socket outlets or use inappropriate extension leads.

Please note residents **are not permitted** to store or charge e-bike and e-scooters in communal areas as they can block emergency exit routes and create a fire risk.