

Fire Safety In Flats

It is important to know the fire safety measures put in place for people living in flats. Please read this leaflet for flat fire safety information.



For more fire safety information, scan the QR code.

www.orwell-housing.co.uk/firesafety
0345 60 100 30

The logo for Orwell Housing, featuring a stylized white mountain range icon above the word "Orwell" in a white, sans-serif font.

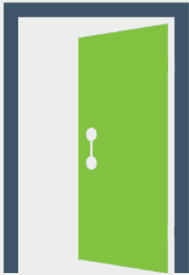
Orwell



Fire Safety Information for Tenants Living in Flats

Orwell Housing Association takes fire safety very seriously, and we regularly do fire risk assessments on communal areas of buildings where we have properties. We need your help to ensure your flat and the communal areas of your building stay risk free.

Please read through this booklet as it lists the most common fire dangers in communal areas and how to prevent them.



Fire Doors

Fire doors and frames are installed as sets and must never be modified or tampered with. Please do not replace internal doors in your home. They have been chosen carefully and may meet certain fire regulations which could save your life.

It is critical to building safety that every flat entrance door meets fire regulations and may be fitted with an operational self-closing device. Please do not disconnect or tamper with this device in any way.

Do not fit any locks or prop open fire doors. Even if you are only popping out for a moment.

If you are unsure which doors are fire doors, please ask your housing officer. Fire doors should typically have a sign on showing they are a fire door.



Communal Areas

Please do not use communal areas for storage. Any items in stairwells or hallways may cause blockages and prevent people from exiting the building.

Don't put furniture in communal areas. We understand you want your home to look attractive, but please do not put rugs, pot plants or furniture in communal areas. They can be a fire risk, and may make it difficult for residents to escape during a fire.

Don't store flammable items in communal areas. Flammable materials and liquids such as fuel, paper, domestic waste and furniture can speed up the spread of fire and hinder your escape.

Please do not smoke in communal areas. Smoking can be unpleasant for people who don't smoke and this can also cause a fire risk.



Here are some more top tips that will help you, to keep you and your neighbours safe:



- ⚡ **Don't** leave candles unattended.
- ⚡ **Don't** leave cooking unattended.
- ⚡ **Don't** overload sockets.
- ⚡ **Don't** use communal areas for storage.
- ⚡ **Don't** put furniture in communal areas.
- ⚡ **Don't** smoke in communal areas.
- ⚡ **Don't** allow communal doors to be wedged open.
- ⚡ **Don't** store flammable items in communal areas.
- ⚡ **Don't** fit extra locks to communal doors.
- ⚡ **Don't** make alterations to fire doors.
- ⚡ **Don't** replace the doors in your flat without permission.
- ⚡ **Don't** tamper with fire safety equipment.
- ⚡ **Don't** have BBQs on Balconies.

- ⚡ **Do** check smoke alarms regularly.
- ⚡ **Do** remain vigilant and report suspicious behaviour to your Housing Officer and the Police.
- ⚡ **Do** keep your front access door closed at all times, even in hot weather.
- ⚡ Please **do** make yourself familiar with the fire evacuation procedure for the building; which is located in the communal area of the block.

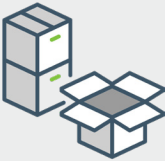
More information



We carry out regular testing of all fire safety measures in the communal areas. We also carry out regular fire risk assessments on our flat blocks and action any recommendations.



All Orwell properties are fitted with adequate smoke detection, this should be tested on a regular basis to confirm its working. Even though we check these during inspections, it is still recommended that you make sure these are working. We advise weekly checks.



Please do not store items in your electrical meter or landlord service cupboards. Where shed areas are provided, please be mindful of what is stored in these. Items such as flammable liquids and car batteries are prohibited.



Flat front doors and shed doors that form part of an escape route should be fire doors, flat doors may also be fitted with auto door closers. These doors must be kept closed, please do not prop the doors open or block them in any way.



Please contact us if you find any faults with equipment, fire doors or anything that may prevent an effective and safe evacuation from your home.

Call us on **0345 60 100 30** or you can email us at **repairs@orwell-housing.co.uk**. If you find a fire or need emergency help, please do not call us, make sure you call **999** as soon as possible.

Think about safety!

Help us keep you, your family and your neighbours safe from the risk of fire.





If you would like this leaflet in another language or format please email **comms@orwell-housing.co.uk** or call **0345 60 100 30**

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