



CLACHNACUDDIN FOOTBALL CLUB (1990) LTD

CLACH-D-008 - FIRE RISK ASSESSMENT - SEASON 2020 / 21

This Assessment is undertaken in terms of the Fire (Scotland) Act 2005 Part 3 supported by the Fire Safety (Scotland) Regulations 2006 to identify hazards and reduce the risk to life from fire from the hazards identified. A review should be undertaken annually.

PEOPLE AT RISK

As the Stadium is a football ground, it operates during the recognised playing season on home game days but is also used for training, community events and friendly / charity matches. The people at risk within the boundaries of the Stadium are match day home and away supporters, members of the respective Boards and Committees, volunteers' players, referees and any contractor who may be visiting the site. There is a part-time groundsman who has line management supervision and access to a mobile phone in the case of emergencies.

AREAS AND ROOMS COVERED BY THIS ASSESSMENT

Boardroom, Boardroom kitchen and toilets, Trust Members Lounge, home and away changing rooms, Match Officials room, physio room, public toilets, announcer's / switchboard room, Pie Shed / kitchen, First Aid Room, storage rooms, groundsman's store and technical area. Each room has only one door for ingress and egress. There is a push bar on the door leading from the Boardroom due to it being a formal fire exit from the former social club.

ACTION TO BE TAKEN IN THE EVENT OF FIRE

In the event of a Fire, an announcement will be made over the Tannoy System. The Safety Officer should instantly communicate with the Fire Brigade and meet them at the Emergency Services Rendezvous Point upon their arrival. If it is safe to do so, fight the fire using the nearest fire extinguisher, close all doors and windows as soon as possible and then evacuate all personnel to an area of safety. If it is safe to do so, stewards should remain in their position to help with the evacuation of spectators. (Contingency Plan - CLACH-D-003)

PREVENTATIVE MEASURES IN PLACE

There is a smoke alarm system in place covering the changing room's boardroom and Club Shop. Fire extinguishers are available at all relevant locations. All escape routes are unobstructed and free from trip hazards.

Clachnacuddin F.C. (1990) Ltd, Grant Street Park, Wyvis Place, Inverness IV3 8DR

clachnacuddinfc@highlandleague.com



PERSON RESPONSIBLE FOR FIRE SAFETY IS:

CONTACT DETAILS: **Scott Dowling** Club Secretary
Dougie Noble Match day Secretary

| WHAT IS THE HAZARD | WHO MIGHT BE HARMED | WHAT ARE YOU ALREADY DOING | WHAT FURTHER ACTION IS NECESSARY |
|--------------------|--|--|--|
| Electricity | Any person using the facilities where electricity is supplied as detailed above. | <p>General good housekeeping</p> <p>Ensuring that any faulty or damaged electrical appliance is repaired or replaced.</p> <p>Visual checks on portable and fixed items prior to use to ensure no damage.</p> <p>Ensure all electrical equipment is properly shut down when not in use.</p> | <p>PAT (Portable Appliance Testing) tests to be undertaken on an ongoing basis.</p> <p>Fixed appliance tests to be undertaken on an ongoing basis.</p> <p>Notes: Although there are no requirements for PAT testing frequency these should be undertaken a minimum of every 4 years.</p> <p>Moveable equipment such as extension leads and portable equipment should be tested every 2 years.</p> <p>New equipment should be supplied in a safe condition and not require a formal portable appliance inspection or test. However, a simple visual check is recommended to verify the item is not damaged.</p> |

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| <p>Rubbish</p> | <p>Volunteers and Part-time Employee</p> | <p>Part-time staff member and volunteers to ensure that work areas are clear of combustible material - cardboard and paper and that it is put in the bins provided outside.</p> <p>Bins should be stored at as safe a distance from the buildings as is possible when the facility is not being used to avoid the building being set alight if a bin is set alight maliciously.</p> <p>Ensure that all waste is cleared from rooms every time the facility is used and disposed of in the relevant bins.</p> | <p>None</p> |
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| <p>Cooking in Kitchen area of Boardroom and also the Pie Shed</p> | <p>Volunteers</p> | <p>Volunteers know how to use the equipment in the kitchen areas and risk assess their actions.</p> <p>New volunteers are shown how to use equipment safely and risk assessing explained to them.</p> <p>Visual safety checks are undertaken on equipment prior to use.</p> <p>Fire blankets are provided in the kitchens and also relevant fire extinguishers.</p> | <p>PAT testing and fixed appliance testing as required.</p> <p>Fire extinguishers to be checked annually by a recognised firm.</p> |
| <p>Announcers Room/Switch room</p> | <p>Announcer</p> | <p>Visual safety checks are undertaken on equipment prior to use.</p> <p>IS THE MAINS BOX LOCKED DO YOU HAVE A FIRE EXTINGUISHER</p> | <p>None</p> |
| <p>Smoking</p> | <p>Any person using the facilities as detailed above.</p> | <p>See Policy CLACH-P006</p> <p>Signage in place in all areas</p> <p>Ensure no smoking policy is adhered to during match days.</p> | <p>None</p> |



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| Storage of Oil Based Paint | Part-time staff member(s)/Volunteers | Minimal oil based paint is stored in the store room and is stored safely in its own tin with the lid sealed and there is no immediate proximity to an ignition point. | None |
| Storage of Petrol and Oil for Ride-on Mower | Part-time staff member(s) | <p>Petrol or oil to be kept in their proper containers.</p> <p>Staff to ensure spillages cleaned up using sand or kitty litter and disposed of it appropriately.</p> <p>Relevant fire extinguishers in place.</p> <p>Limit use of flammable materials.</p> <p>Keep substances locked in a 'fit for</p> | Fire extinguishers to be checked annually by a recognised firm. |
| | | <p>purpose' storage container which is clearly marked.</p> <p>Keep flammable storage units away from dedicated escape routes.</p> <p>Keep containers away from heat sources.</p> | |



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| Arson | Any person using the facilities as detailed above. | Ensure that where possible suitable precautions have been taken or systems put in place to eliminate or reduce threat of arson attack. Report any incidents of anti-social behaviour or major vandalism to the police. Report evidence of any fire to the Fire Service. | None |
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For advice and support contact HSE Info line Telephone:

0845 345 0055 or

e-mail: hse.infoline@connaught.plc.uk

Document Reviewed 1st July 2020

Alex Chisholm

Chairman