

Risk Assessment

Task/area to be assessed: Fire Risk	Description of task/area: Pathways Learning and the safety of all pupils, staff, visitors, and contractors by minimizing fire risks and ensuring effective evacuation procedures. This Fire Risk Assessment has been conducted in accordance with the Regulatory Reform (Fire Safety) Order 2005 .	
Assessing officer: Frances Morgan	Date: 01/09/2025	Review date: 01/09/2026

Hazard	Who may be harmed and how	How is it currently controlled	Initial Risk Level			Further action to reduce risk	Risk Outcome			Action ed by	Targ et date
			Severit y	Likeliho od	Risk Level		Severi ty	Likeliho od	Risk Level		
Electrical Equipment: Electrical appliances (e.g., computers, heaters, kitchen equipment) can pose fire risks if not regularly inspected or used improperly.	Students, Staff, Public, Contractors	Conduct regular PAT (Portable Appliance Testing) on electrical equipment. Provide clear guidelines for safe use and storage of electrical items. Ensure all equipment is turned off when not in use.	3	2	6	1. Staff briefed on emergency procedures. 2. Regular training and inspection of Fire Safety equipment. 3. Regular fire safety drills.	2	1	2	FMO	1/9/25

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			Severity	Likelihood	Risk Level		Severity	Likelihood	Risk Level		
Heating Systems: Water heaters and radiators can overheat or malfunction.	Students, Staff, Public, Contractors	Ensure all heating systems are regularly inspected and serviced by qualified professionals. Keep combustible materials away from heating units and radiators.	2	2	4	1. Staff briefed on emergency procedures. 2. Regular training and inspection of Fire Safety equipment. 3. Regular fire safety drills. 4. Ensure all heaters turned off when not in use.	2	1	2	FMO	1/9/25
Obstruction in Escape Routes:	Students, Staff, Public, Contractors	Keep all corridors, stairwells, and fire exits clear of obstructions. Conduct regular checks to ensure fire exits are accessible.	2	2	4	1. Staff briefed on emergency procedures. 2. Regular training and inspection of Fire Safety equipment. 3. Regular fire safety drills. 4. Regular Health and Safety training, fostering universal responsibility for fire safety and safeguarding.	2	1	2	FMO	1/9/25

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Faulty/ Insufficient Fire Detection and Alarm Systems	Students, Staff, Public, Contractors	Smoke and heat detectors installed throughout the building. Audible and visual fire alarms. Fire alarm tests are conducted weekly and recorded in the fire logbook.	3	2	6	Weekly Testing: Ensure the fire alarms and detectors are tested weekly, and the results are logged. Annual Maintenance: Contract a certified professional to carry out an annual inspection of the fire detection and alarm systems. Clear Signage: Ensure fire exit signs are clearly visible and well-maintained throughout the building.	3	1	3	FMO	1/9/25
Faulty/ insufficient Fire equipment	Students, Staff, Public, Contractors	Extinguishers: Water and CO2 extinguishers are strategically placed in key areas across the school (classrooms, hallways).	3	2	6	Weekly Inspections: Conduct a visual check of all firefighting equipment each week to ensure it is in working order. Staff Training: Ensure staff are trained in the proper use of fire extinguishers, particularly fire wardens. Correct Placement: Ensure all equipment is easily accessible and clearly marked.	3	1	3	FMO	1/9/25

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Delay in contacting Emergency Services	Students, Staff, Public, Contractors	The Headteacher or designated staff member will immediately call 999 upon discovering a fire. A staff member will meet and direct emergency services at the designated assembly point.	3	3	9	Ensure emergency contact details are readily accessible. Brief all staff and pupils on the importance of evacuating promptly and not re-entering the building until emergency services give the all-clear.	3	2	6	FMO	1/9/25
Insufficient Staff Training	Students, Staff, Public, Contractors	Induction Training: All staff members receive fire safety training upon induction. Annual Refresher Training: All staff participate in annual refresher training, which includes fire evacuation procedures, equipment usage, and the role of fire wardens	3	2	6	Enhanced Training: Fire wardens receive additional, more detailed training in handling fire emergencies.	3	1	3	FMO	1/9/25

Notes

This Fire Risk Assessment aims to minimize the likelihood of a fire occurring and ensures that all staff and pupils are prepared in the event of an emergency. Regular reviews and ongoing training will ensure the safety of all individuals on-site.

Likelihood	Severity				
	1. Insignificant	2. Minor	3. Moderate	4. Major	5. Catastrophic
1. Rare	1	2	3	4	5
2. Unlikely	2	4	6	8	10
3. Possible	3	6	9	12	15
4. Likely	4	8	12	16	20
5. Almost Certain	5	10	15	20	25
Risk level = severity x likelihood					
	High	15-25	Immediate action		
	Medium	5-12	Action within 30 days		
	Low	1-4	Monitor		

Risk Assessment ID Number:		1	Revision	1.9.26
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