

EAST SUSSEX FIRE AND RESCUE SERVICE

ARSON REDUCTION TEAM

ARSON RISK AUDIT (SCHOOLS) - FORM 1

School:

Address:

Post Code:

Tel:

Fax:

Email:

Audit carried out by:

Date:

Introduction

Schools are required, under the Regulatory Reform (Fire Safety) Order 2005, to carry out Fire Safety Assessments. As schools are known to be at particular risk from deliberately started fires, (both in and outside of school hours), and that the potential for devastating losses is so great, it is expected that a considerable amount of attention is given to this aspect of the assessment.

Form 1 can be used by the school with the aim of assessing the risks and identifying any areas in which actions need to be taken to reduce the risk or degree of consequential loss.

‘Yes’ or ‘No’ should be answered to all the questions with any qualifications or details added in the boxes.

Form 2 is for summarising findings and any action points.

To gain maximum benefit from this self assessment audit the completed forms should be returned to:

Arson Reduction Team
East Sussex Fire & Rescue Service HQ
20 Upperton Road
Eastbourne
East Sussex
BN21 1EU

Or email:- art@esfrs.org

If the school or East Sussex Fire and Rescue Service consider that the audit has identified issues or problems that put the school at an unacceptable level of risk, ESF&RS will offer to carry out a more detailed audit and advise the school accordingly.

Copies of forms and reports relating to all parts of the audit should be retained by the school as written evidence of findings and actions taken, and to supplement the Fire Safety Assessment.

Please ensure that any risk assessments are carried out in accordance with the Regulatory Reform (Fire Safety) Order 2005.

1 Locality

- a. Is there a recent history, or evidence of crime, vandalism, delinquency, arson or other anti-social behaviour in the area?

Y / N

- b. Are there signs of graffiti, small fires or minor vandalism nearby?

Y / N

- c. Do groups of young people gather in the close proximity of the school outside of school hours?

Y / N

- d. Has there been evidence recently of unauthorised entry of persons into the premises or into the school grounds?

Y / N

- e. Is the site mainly overlooked by residents or passers-by?

Y / N

- f. Is there a Neighbourhood Watch Scheme or similar crime prevention initiative operating in the area?

Y / N

- g. Has the school had a history of, or experiencing now, deliberately started fire incidents?

Y / N

- h. Are there any pupils (past or present) who are known to have been involved in firesetting activities outside of school?

Y / N

- i. Is there any other reason that, because of the locality, position, neighbourhood or pupil population, puts the school at particular risk from an arson attack or deliberate firesetting?

Y / N

- a. Is the risk of arson included in the School's Fire Safety Policy and Disaster Recovery Plan?

Y / N

- b. Has the risk of arson been considered in the Health and Safety and /or Fire Precautions (Workplace) Risk Assessments?

Y / N

- c. Has a member/s of staff been nominated to have responsibility for Fire Safety?

Y / N

- d. Is the Governing Body aware of the national problem of arson in schools and kept informed of local preventative measures that have, or need, to be taken?

Y / N

- e. Is, (or would), information about deliberate firesetting incidents or a specific concern about arson be communicated to parents and school neighbours in an effort to seek assistance?

Y / N

- a. Is the risk of arson and preventative measures included in the Fire Training for all staff?

Y / N

- b. Are the dangers and consequences of deliberately started fires included in the school's curriculum?

Y / N

- c. Are regular Fire Evacuation Drills carried out and recorded?

Y / N

4 Building Construction

- a. Are the main buildings of brick, concrete or other substantially Fire Resistant construction?

Y / N

- b. Are any of the school buildings, (temporary or permanent), of wooden or other lightweight construction?

Y / N

- c. Are any of 4 (b) in close proximity or linked to, or form a link between, the main buildings?

Y / N

8

5 Access onto site and into buildings

- a. Is there an effective Entry Control System in operation which prevents unauthorised persons entering the site and building?

Y / N

- b. Does the site have a continuous perimeter fence at least 2 metres high, of such design, with locked or controlled access points, and in sound condition, which would make unauthorised entry difficult?

Y / N

- c. If not 5 (b), does the site have a continuous perimeter fence of less than 2 metres high, but of such design that still makes unauthorised difficult and with adequate signage clearly infers 'no right of access'?

Y / N

- d. Are any of the school buildings, outbuildings or structures not protected by a security fence?

Y / N

- e. Is the site protected from intruders by:

Y / N

Y / N

Y / N

Y / N

Y / N

Y / N

Manned Security on site
Frequent Security Patrols

CCTV (external)

CCTV (internal)

Perimeter Fence Alarm

Intruder Deterrent Warning Signs

f. Is the whole site well lit at night and/or security lighting installed?

Y / N

g. Are there any concealed areas in or around the site in which intruders could work unnoticed?

Y / N

h. Are external doors, windows and roof lights in good sound condition and secured with catches and locks?

Y / N

g. Is all, or part of, the main school building protected by an intruder alarm system?

Y / N

6 Preventative Measures and Procedures

- a. Is there any combustible material or flammable liquids around the outside of the school, in the form of stock or waste, that could assist an arsonist?

Y / N

- b. Are stock cupboards and storage areas for flammable liquids within the school kept locked ?

Y / N

- c. At the end of the days activities, is a Fire Safety and Security check made throughout the buildings and grounds?

Y / N

- d. Are blinds and curtains drawn at night ?

Y / N

- e. Do the arrangements and conditions for the letting out, or other authorised use of the school by other organisations, address any increase in the risk of arson or deliberate firesetting?

Y / N

- f. When contractors are on site, do the procedures ensure that there is not an increase in the risk or consequences of arson?

Y / N

- g. Are pupils supervised while on the premises before the start of school, during break times, and after lesson times, especially in areas such as cloakrooms and toilets?

Y / N

11.

- h. Does the school actively prohibit pupils from bringing matches and

lighters into school?

Y / N

i. Are all cases of deliberate firesetting, however minor, appropriately investigated and recorded?

Y / N

j. Are staff aware of the East Sussex Fire and Rescue Firesetters Advisors Scheme?

Y / N

k. Are staff and pupils aware of the confidential Crimestoppers 'Arson Alert' Telephone Line?

Y / N

- a. Is an Automatic Fire Alarm System installed and maintained throughout or in part of the school?

Y / N

- b. Is a Sprinkler System installed in any part of the school and would it be considered as a priority in the specification for any future development?

Y / N

- c. Are internal and cupboard doors kept closed to maintain 'compartmentation' to limit fire and smoke damage?

Y / N

- d. Have Emergency and Disaster Recovery Plans been drawn up, and regularly tested and reviewed?

Y / N