



Path Hill Outdoors

Fire Management Policy

| Status: | Updated Policy Date: | Scheduled Review: |
|-----------|----------------------|-------------------|
| Statutory | September 2025 | September 2026 |

Purpose

This document outlines our responsibilities regarding fire safety and explains how we will manage them.

This document suffices to cover both our procedural approach and our risk management regarding fire.

Responsible Persons

Julia Warwick – Director

Jon Bartlet – Site Manager

Fire at Path Hill

Safely lighting, maintaining and dousing fires is a core activity at Path Hill Outdoors.

This document is separate from any procedures or risk management strategies to do with deliberate planned fires as an activity.

Its remit is purely to do with reducing the risk of an unplanned fire and how to manage them if and when they do occur.

Significant Fire Risks at Path Hill

Main Office Building:

Kitchen: gas cooker – fuelled by gas canisters stored externally from the building,

Refrigerator, microwave a freezers

Fuel store: various flammable fuels

Gas Heater in kitchen: portable heaters fuelled by butane gas canisters

Electrical Appliances: computers, phones, cameras, printers, refrigerators, freezers, microwaves, chargers, power tools

Chemicals: various cleaning chemicals

Electrical Boards: 3 in building: main office, meeting room & kitchen

Bull Pen (activity stores):

Various fire lighting equipment – all stored to avoid accidental ignition. Some dry fuel present

Electric sockets

Storage Sheds: Archive, Activity Storage x3 & garden equipment shed – no sources of ignition kept in any unit but dry fuel present

Outdoor Kitchen:

2 gas rings fuelled by butane canisters
1 gas barbecue fuelled by butane canisters
1 water heater fuelled by propane

Small Yurt:

Wood burning stove – fire kits with ignition source stored inside, dry fuel stored inside
Dual electrical point

Round House

Electric points and an electric heater

Scott's Cabin:

Wooden structure
Wood burning stove with dry fuel present
Sometimes a gas canister is stored in this area

Pod

Electric heater
Battery bank for off-grid PV system

A Frames at Scotts, Lower and in the Kilns

No ignition sources inside either
Wood stored in both
Dirt floor

Barn:

Multiple electric points and electrically powered machinery
No ignition sources stored inside
Wood storage area

Location of Fire safety Equipment

Main Building:

Bull Pen (stores): 1x Foam extinguisher & 1x Powder extinguisher
Main office: 1x CO2 extinguisher
Reception Room: 1x Foam extinguisher
Craft storage room: 1x foam extinguisher
Kitchen: 1x powder extinguisher and 1x blanket



Outside Structures:

Barn: none at present

Outdoor Kitchen: 1x Fire Blanket and 1 x powder extinguisher

Scott's Cabin: None at present

The Pod: none at present

The round house none at present

Small Yurt: 1x powder extinguisher – **date needs checking**

Fire Management Principles

Storage:

Chemicals, flammable liquids and ignition sources are stored away when not in use (kitchen oven is a fixed appliance and cannot be stored away). Spare gas canisters are stored securely. Ignition sources and fuels are not stored in a way that they could catch light.

Supervision:

Use of equipment and appliances by non-staff will be supervised. Staff will be trained in the use of any equipment they use.

Housekeeping:

All equipment should be stored away when not in use. Exit routes must all be kept clear at all times.

Detection Systems:

Smoke alarms are installed throughout the main office building and are checked regularly. A heat alarm is sited in the main office kitchen. Carbon Monoxide monitors are stored wherever there is an open flame stove or burner.

Fire Safety Equipment:

Fire safety equipment sited and checked annually by an external provider. Checked monthly by on site staff

Signage:

Fire safety equipment is all signed. Fire exits in the main building are signed. Main building muster point is signed.

Training:

All staff members are trained in this procedure

In the Event of a Fire

On creation or discovery of an unplanned/uncontrolled fire:

Step 1:

Remove yourself to a safe place closing doors behind you where possible

Step 2:

Raise the alarm – ensure other users of the space know to evacuate. If in a building other than the main building then a phone may be required to inform the main office

Step 3:



Only tackle the fire if safe to do so and you have appropriate equipment – this is often inadvisable unless you are a professional fire fighter

Step 4:

Call the emergency services

Step 5:

In the event of a fire in the main building everyone must gather at the assigned muster point located at 'Cherry Trees by Field'

Step 6:

Only a named responsible person (see above), or the daily 'On Call' senior team member can authorise a return into a building once an alarm has been raised

Reviewed by Julia Warwick – September 2025

Next Review – September 2028 (or before if changes are required)