

Fire risk assessment form

Details of organisation

1 Name of organisation

St John the Baptist Church

Assessment undertaken by

P Juggins (Building Committee)

2 Address

Church Street

Yeovil

Somerset

Postcode BA20 1HE

3 Date

June 2025

Review date

June 2027

4 Area assessed

Church Building

Under Additional controls you should note the additional measures that are needed to reduce the risk to an acceptable level and record when they have been implemented.

Fire risk details

Hazards/risks/persons

Note existing situation

Additional controls

Note here the additional measures that are needed to reduce the risk to an acceptable level and record when they have been implemented

1 What are the fire risks?

Note details of any flammable liquids, combustible materials, ignition sources and persons at risk

Flammable liquids: Limited to any cleaning products only

Combustible materials: Wood and fabrics in building structure and furnishings

Ignition sources: Lit candles; electrical wiring; electrical appliances; gas boiler

Persons at risk: Employees of PCC (4), plus clergy, volunteers and congregation / visitors

Cleaning products kept in locked cupboard - implemented

Candles to be in purpose-made holders only and only left alight while the building is occupied.

Any temporary use of candles (eg Advent Crown) to be continuously supervised, with fire extinguisher designated for use if required.

Regular inspections / testing of wiring and appliances. (1)

Regular servicing of gas boiler. (1)

Evacuation Procedure (1)

(1) See Health and Safety Policy

Fire risk details (continued)

Hazards/risks/persons

Note existing situation

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2

Can a fire be detected in a reasonable time and people be warned?

Note details of any automatic fire detection system or other means by which fire can be detected

Detection by sight / smell only.

Open plan of main body of building provides means for detection in reasonable time.

Most at risk area is for those in tower (eg bell ringers)

Warning and evacuation procedure defined for high-occupancy events (See Health and Safety Policy)

3

Can people in the building get out safely?

Note details of fire exit doors, escape routes, emergency lighting and signage

Chancel, Vestry Vestry Door
Transepts (N & S) Vestry Door
Trinity Chapel Vestry Door
North side of aisle North Door
South side of aisle and Gallery South Door
Rear area (West of cross-over), Gallery and Tower
West Door

Emergency lighting and exit signage in place for all fire exits.

Wardens/stewards to ensure mobility aids do not obstruct aisles
(eg store in front area during services)

Fire risk details (continued)

Hazards/risks/persons

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4

Is there adequate firefighting equipment?

Note details of existing fire extinguishers, hose reels, etc.

Balcony; Carbon Dioxide 2kg
Next to Servery; Carbon Dioxide 2kg
Next to Organ; Carbon Dioxide 2kg
Top of Steps to Vestry; Carbon Dioxide 2kg
Ringing Chamber (Tower); Foam
Top of Steps in Vestry; Water 6 litre
South Door; Water 6 litre (2)

5

Do people know what to do if there is a fire?

Note details of any written evacuation procedures

A copy of the evacuation procedure is maintained in the Health and Safety Policy file and also displayed in the Facility Coordinator's Office

Fire risk details (continued)

Hazards/risks/persons

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6

Is a regular check made that firefighting equipment is in place, are people trained in its use, is it regularly maintained?

Note details of existing procedures for checking and maintaining firefighting equipment and training

Monthly check of extinguishers (as in place and not discharged)

Checked annually by:
Ball Fire Protection, TA6 7PT
The Fire Extinguisher Checks Certificate is displayed in the vestry. Past copies are kept in the Health and Safety Policy Folder

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What effect would a fire have on our neighbours?

Note risks of spreading fire and evacuation on neighbouring premises

Churchyard provides space between church building and neighbouring buildings.

Risks Low.



Beaufort House, Brunswick Road,
Gloucester GL1 1JZ