

Fire Safety & Evacuation

Event / activity	Fire Safety & Evacuation	Date of Risk Assessment	07/03/2026	Name of Assessor	E. Yarborough
		Date of Next Review	07/03/2027		

Hazard Identified	Risk	Who is at Risk	How are the risks Controlled
Fire within the premises (electrical fault, equipment malfunction, accidental ignition)	Burns, smoke inhalation, potential injury during evacuation	All guests, children, adults	Fire alarm system installed. Fire safety equipment provided. Electrical systems maintained and inspected regularly. Emergency evacuation procedures displayed within the venue.
Delay in evacuating the building	Increased exposure to smoke or fire	All guests	Clear evacuation instructions displayed. Fire exits are clearly marked. An open layout allows straightforward exit routes. Adults responsible for supervising children during evacuation.
Emergency exits blocked by belongings or equipment	Difficulty leaving building quickly in an emergency	All guests	Exit routes kept clear. Signage instructs guests not to block exits. Venue layout designed to maintain clear escape routes.
Guests unfamiliar with evacuation procedures	Confusion or delay responding to alarm	All guests	Fire safety signage displayed. Evacuation instructions are included within venue guidance.
Children becoming separated from supervising adults during evacuation	Distress or delay exiting building	Children	Adults responsible for supervising children at all times. The open layout allows clear visibility across play areas.
Guests attempting to re-enter	Injury or exposure to	All guests	Instructions displayed advising guests not to re-enter building until

building during emergency	smoke/fire		emergency services declare it safe.
Misuse or tampering with fire safety equipment	Fire equipment unavailable or ineffective in emergency	All guests	Fire safety equipment clearly labelled. Guests instructed not to tamper with safety equipment. Regular checks carried out to ensure equipment is in place and accessible.