

Fire Safety Checklist – Childminding service

See <https://www.gov.scot/policies/fire-and-rescue/> for details of fire laws

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|---|---|---|------------|-----------|------------|
| Name and contact details of Applicant | | CI Application Ref No. | / | | |
| Name of Service | | Address of Premises (inc. postcode) | | | |
| Type of Care Service to be / being provided | *Childminders only* | Variation to existing service | Yes | No | |
| Name of Scottish Fire and Rescue Service officer (if known) | | Email address of Scottish Fire and Rescue Service officer (if known) | | | |
| Name of Care Inspectorate officer (if known) | | Email address of Care Inspectorate officer (if known) | | | |
| Please tick () as appropriate | | | Yes | No | N/A |
| Have you carried out a Fire Safety Risk Assessment for your premises? (see guidance notes including reference to sector specific guides) | | | | | |
| Do you have a copy of the Fire Safety Guide for your type of premises? | | | | | |
| Do you intend to provide overnight childminding services? Please refer to the floor plans detailed in the appendices of 'Fire Precautions in Domestic Premises' to ensure additional detectors are installed in the correct places. | | | | | |
| Do you intend to use the upstairs of your premises? If so, please contact SFRS to discuss. Please refer to the floor plans detailed in the appendices of 'Fire Precautions in Domestic Premises' to ensure additional detectors are installed in the correct places. | | | | | |
| Escape Routes | Are all your escape routes clear of obstruction? | | | | |
| Doors | Do your final exits, such as front door, back door etc., open without use of a key? If no, a robust fire risk assessment must detail why. | | | | |
| | Where fitted, are self-closing doors kept closed and self-closers working? If no, a robust fire risk assessment must detail why. | | | | |
| Firefighting Equipment | Is firefighting equipment adequate for the risk in your premises (number, type, location) (see guidance notes)? | | | | |

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| | Do you have a fire blanket that complies with BS EN 1869 current standard? OR do you have a small dry powder of AFFF Fire Extinguisher to BS 5306-8 current standard? | | | |
| Extinguishers & Fire Blankets | Is firefighting equipment (fire extinguisher) maintained annually (see guidance notes) and recorded on the test labels and in your Log Book? | | | |
| Smoke Alarms | Are the smoke detectors suitable for the risk in your premises (type, location of heads) (BS 5839 Part 6 type LD2 Grade D1)? | | | |
| | Are smoke alarms tested weekly using the test button on each smoke alarm? | | | |
| | Can the system be heard throughout your premises particularly by sleeping residents? | | | |
| Emergency Fire Action Plan | Is the emergency fire action plan adequate for your premises (see guidance notes)? | | | |
| | Do you regularly practice your fire drill? | | | |
| General | Have you considered how you would evacuate children WITHOUT relying on the Scottish Fire & Rescue Service? | | | |
| | Do you keep a log book to record tests and maintenance (we will expect to see this at inspection)? | | | |

IF YOU HAVE ANSWERED NO TO ANY QUESTION YOUR FIRE SAFETY PROVISIONS ARE INADEQUATE AND REQUIRE IMMEDIATE ATTENTION

Declaration

I declare that the above Fire Safety Checklist has been completed accurately and that all inadequate provisions have been rectified. I agree to the information provided on this form being shared with the Care Inspectorate.

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|---------------------------|--|
| Signed (applicant) | |
| Date | |
| Print name | |

You must complete the Fire Safety Checklist and email it to your local Fire & Rescue Service using the contact details found here <https://www.firescotland.gov.uk/your-safety/business-advice/concerns-queries-and-complaints/>. Failure to do this will result in your application not being processed.