

Staying safe in your home

Fire safety



It's really important that we all have a fire safety plan and make sure everyone in our homes know what to do should a fire break out. Here are some helpful reminders and tips to help keep you safe.



Fire doors

Fire doors are essential to preventing a fire from spreading throughout the building. They can be found in communal areas and include your own front door.

Inspecting your fire door – the five-step check

The main door to your home is also a fire door designed to keep you safe. Follow the five-step check to ensure that your door is as safe as can be:

1. Verify certification labels and compatibility. All locks, latches, closures, and hinges must be CE marked and compatible with the door's certification.
2. Ensure the sealing on glazing is not broken or loose in any way.
3. Check gaps and seals are consistent and around 3 – 4mm (use a £1 coin as a rough guide).
4. Check the closer shuts the door onto the latch from any position. Make sure hinges are fitted correctly with no broken or missing screws.
5. Confirm the door closes securely. Any faults or damage to doors should be reported immediately.

You should also allow us access to check flat entrance doors.



Maintaining your fire door

Here are some simple actions you can take to make sure it continues to give you security and safety.

- Never wedge open any fire doors.
- Never remove or tamper with the self-closing device. Your door should fully close by itself.
- Never drill or cut into fire doors.
- Never make any changes to a fire door without consulting with your housing manager.
- Ensure fire doors are kept shut when not in use.
- Don't paint over the seals on a fire door.
- Let us know if something is wrong.

Any faults or damage to doors should be reported immediately. Customers should also allow Home Group access to check their flat entrance doors. If you see anything concerning, please report it online at

homegroup.org.uk/report-a-repair.
You could potentially save lives.

Fire doors are essential to preventing a fire from spreading throughout the building.

Cooking safely

- Always test your smoke and carbon monoxide detectors once a week to make sure they're working.
- Keep cooking areas clear from flammable items like tea towels, oven gloves, and food packaging.
- Never leave pans unattended while cooking, and avoid using chip pans.
- Clean your oven and grill regularly. A build up of fat and grease could cause a fire.
- Stay in the kitchen. Never leave cooking food unattended.
- Turn off when finished. Always turn off cooking appliances after use.
- Keep hot surfaces clear of any items.

Household items and appliances

- We recommend not to use candles in your home or service. If you do, never leave burning candles unattended, keep them away from flammable objects and always put them out before going to bed.
- Never leave washing machines, tumble dryers, or dishwashers running overnight.
- Remember, heaters should be kept well away from clothes, curtains, furniture and other flammable materials. Make sure they're switched off and unplugged before you go to bed.
- Never use heaters to dry clothes.
- Never use a barbecue indoors or on a balcony.



Overloading sockets

- Check your electrical appliances are in good working order. If the wires are damaged or frayed stop using them immediately.
- It's advisable to unplug items such as televisions and chargers before you go to bed.
- Never overload plug sockets or plug one extension lead into another. Remember, appliances like washing machines should have a single plug to themselves as they're high powered.

Smoking in your home

- Our general advice is not to smoke in your home. If you do, always check it's fully extinguished before leaving it.
- Never smoke in bed. Take extra care if you smoke when tired, taking prescription drugs that make you feel drowsy, or have been drinking.
- If you smoke, always use a proper ashtray that can't tip over.
- Be careful if you use emollient creams. They can soak into clothing, bedding and dressings leaving a flammable residue.
- Cigarettes, cigars, or pipes should not be left unattended. They can easily overbalance as they burn down.

Smoke and carbon monoxide detectors

Home Group will supply you with a smoke alarm and check this periodically. It's always a good idea to check it yourself to ensure that it works or if the batteries need replacing.



Lithium batteries

- Never block your escape route with an e-bike or e-scooter. Store and charge them somewhere away from a main through route or exit.
- Never leave batteries charging unattended while you are asleep.
- Fit smoke alarms in the area where you charge your batteries.
- Always follow the manufacturer's instructions when charging.
- You should always make sure you unplug your charger once it's finished charging.
- Always use the correct charger for your batteries and buy any replacements from a reputable seller.
- Make sure your battery and charger meet UK safety standards.
- Make sure you and your family have an escape plan in place in the event of a fire.
- Know the signs of failure. If a battery is swelling, leaking, or emitting smoke, disconnect and dispose of it safely.

Know your evacuation plan

- It's important to have a plan and know the procedures to follow for where you live.
- Make sure you are familiar with the fire safety procedures.
- Keep exits clear of clutter.
- Store door and window keys in an accessible place.
- If you wear an emergency pendant, make sure you wear it and keep it close at night.
- In case of smoke, stay low. Smoke rises, so crawl under it if necessary to escape safely.
- Adapt to changing circumstances. If your health, mobility, or living situation changes, let us know so we can update your evacuation plan.
- Let us know if your circumstances change. We can assist with residential PEEPs (Personal Emergency Evacuation Plans).

Contact us

If there's a problem with your alarm, please contact us immediately. You can:



- Speak to any **Home Group** colleague
- Visit our website at **homegroup.org.uk/contactus**
- Email us at **contactus@homegroup.org.uk**
- Call us on **0345 141 4663**



If a fire breaks out in your
home, call **999** immediately

Home Group's primary authority partner is
Tyne and Wear Fire and Rescue Service.

For more safety information visit their website on
www.twfire.gov.uk

For electrical safety advice visit
www.electricalsafetyfirst.org.uk