

## **Streatham Common Community Garden Education Room – Fire Precautions**

Hirers must read and sign a copy of this form on the day of the event, prior to its commencement. These are minimum conditions and may be added to following the risk assessment of the event in question.

The door to the Education room must always be unlocked, with no obstacles to entry/ exit.

The Hirer must have access to a charged mobile phone, in case there is a need to contact emergency services.

No naked flames or inflammable materials should be used within 10 feet of this room.

All electrical equipment must be PAT tested before use.

All users of the room must sign in and be accounted for if an evacuation of the room to a safe place is required.

The hirer must make special arrangements to assist people who are less mobile in the event of an evacuation.

The hirer must:

- Never use naked flames, e.g. candles.
- Remove waste boxes, card, and other flammable materials as soon as possible.
- Clean up spills of hazardous materials, e.g. cleaning chemicals and baking substances (such as flour), immediately.
- Never use electrical equipment that is faulty or has signs of damage (e.g. frayed wiring).
- Not overload plug sockets.

The evacuation point is the wishing well, the old English garden. If access to this point presents a risk, people should assemble in the top yard of the garden. If there is a need to call the emergency services, the address is The Community Garden, next to Inkspot Brewery Streatham Common South SW16 3BX.