

THE PREMISES	
What are the Premises used for?	Riding School and Livery
Approximate area in m ²	2500 m ²
Number of floors	1
Number of floors below ground	N/A
Describe the Building's and construction	The Building comprises barn, office and stabling constructed in 2000. The Premises comprise the whole of the Building.
Level of fire risk	The Premises are considered to be low risk in the event of fire.
A PLAN OF THE PREMISES IS ATTACHED TO THIS FIRE RISK ASSESSMENT (THE PLAN).	

OCCUPIERS AND VISITORS	
What times are the Premises in use on weekdays?	07:00 to 18:00
What times are the Premises in use at weekends?	07:00 to 18:00
Are there any occupiers out of working hours?	The following people: <ul style="list-style-type: none"> • Owner, Proprietor are likely to be at the Premises between 07:00 and 22:00 on the following days: <ul style="list-style-type: none"> • Monday • Tuesday • Wednesday • Thursday • Friday • Saturday • Sunday
What is the maximum number of persons at the premises on weekdays?	6
What is the maximum number of persons at the premises during the weekend?	20
Do any of the occupiers have mobility issues? If so, describe them.	N/A

FIRE HAZARDS AND CONTROL MEASURES SOURCES OF IGNITION			
Source of ignition	Location	Control measure(s)	Suitable? (Y/N)
Cooking facilities (urn)	Barn	Signage, PAT	Y
Heaters	Office	PAT	Y
Electrical equipment	Office, Barn, Store Room, Stables	PAT	Y
Lighting equipment	Office	PAT	Y
Smoking materials	N/A	N/A	N/A
Arson	Bin Store	Under cover	Y
Other sources	None	N/A	N/A
If you have answered NO in respect of any existing control measures, complete the details below.			
What needs to be done?	Who is responsible?	By when?	Sign and date when completed

SOURCES OF FUEL (WHAT MIGHT BURN?)			
Source of fuel/oxygen	Location	Control measure(s)	Suitable? (Y/N)
Paper/cardboard etc	Office and Store room	Paper is stored on shelving with no sources of ignition nearby.	Y
Furniture and fittings	Office	All soft furnishings are fire retardant.	Y
Electrical equipment	All	All electrical equipment PAT tested annually.	Y
Flammable liquids/gases (eg oils, solvents)	Behind Stables	All flammable liquids/gases are kept in a locked storage cabinet and appropriately signed.	Y
Waste materials	All	Waste materials are stored in Bin Store(dumpy bag) .	Y
If you have answered NO in respect of any existing control measures, complete the details below.			
What needs to be done?	Who is responsible?	By when?	Sign and date when completed

WHO IS AT RISK?

What is the risk?	Location	Control measure(s)	Suitable? (Y/N)
People with disabilities (including mobility, hearing, vision impairment)	All	All exits must be provided with suitable signage.	Y
Associates working alone	All	Flexible working arrangements means that associates may sometimes be working alone. All associates have been trained in procedures applicable in the event of fire.	Y
Visitors unfamiliar with the Building	All	Visitors must be accompanied at all times by a member of associates and be given a 'Visitor' Hi Viz.	Y
Contractors	All	Contractors must provide a method statement, sign in and sign out and be given instructions on what to do in the event of a fire.	Y

If you have answered NO in respect of any existing control measures, complete the details below.

What needs to be done?	Who is responsible?	By when?	Sign and date when completed

FIRE FIGHTING AND DETECTION

Fire warning system	Megaphone in office 'Fire!' verbal warning
Other fire preventing methods	CO2 Extinguisher as shown on the Plan
Fire extinguishers	As shown on the Plan.
Fire escape routes and exits	As shown on the Plan.
Fire assembly point	As shown on the Plan.

PROCEDURES AND TRAINING	
How will people be warned if there is a fire?	Verbal notification
What should associates do if they discover a fire?	Associates should raise the alarm by shouting a fire warning.
What is the evacuation procedure?	The fire warden(s) will direct evacuation
Who are the fire wardens?	Kate Kirkpatrick or Duty Yard Supervisor.
Where should people assemble, and how will evacuation be checked?	The Assembly point is in the corner of the driveway in grassed area. Sign is up. The fire warden will check names off the EC Pro system.
Have you provided instructions and training to associates?	Y
How often are fire drills carried out?	Every 12 months

FIRE SAFETY RECORDS	
Do you have records of fire drills, associates instruction and training?	Yes
Where are those records kept?	Office
Who is responsible for maintaining them?	Kate Kirkpatrick

EVALUATE, REMOVE, REDUCE AND PROTECT			
Evaluate your fire safety precautions.			
Are possible ignition sources kept separate from combustible materials?	Y		
Are possible ignition sources controlled to minimise the risk of fire?	Y		
Would a fire be discovered quickly?	Y		
Will everybody be warned of the fire immediately?	Y		
Is escape possible in more than one direction?	N		
Can everyone escape (with or without assistance)?	Y		
Are the exits easy to identify and reach?	Y		
Are escape routes free from obstruction?	Y		
Are fire extinguishers tested and maintained in accordance with the relevant British Standard?	Y		
If you have answered NO in respect of any existing control measures, complete the details below.			
What needs to be done?	Who is responsible?	By when?	Sign and date when completed

Office only one door, CO2 extinguisher to be purchased and placed next to door.	Kate Kirkpatrick	10 February 2026	

PORTABLE FIRE EXTINGUISHERS

Portable fire extinguisher tests should be carried out in accordance with the manufacturers instructions and the current British Standard.

Daily — Check that each extinguisher is in place and is clearly visible with its label facing outwards. Daily checks are not normally recorded.

Weekly - Carry out the daily check but also check that each extinguisher is in good condition.

Monthly - Check to ensure each extinguisher is in position, accessible, not discharged, damaged or lost pressure (if fitted with a pressure indicator) and that operating instructions are clean, legible and face outwards. Where circumstances require, e.g. where extinguishers are in exposed locations or particularly susceptible to theft or damage, the checks should be carried out more frequently.

Annually - Portable fire fighting equipment should be inspected by a competent person in accordance with the manufacturers' instructions and the British Standard.

Note: All checks, tests and maintenance including faults and remedial action taken, should be recorded. The date on which each fault is rectified should also be recorded.

SAFETY TRAINING SHOULD BE GIVEN TO ASSOCIATES SO THAT THEY ARE AWARE OF THE FOLLOWING:

- What to do if they discover a fire
- How to raise an alarm of fire
- What to do if they hear the fire alarm
- Where fire extinguishers are located and how to use them (if it is safe to do so)
- Escape routes from the building
- The whereabouts of the evacuation assembly point(s)
- How to call the Fire and Rescue Service
- Arrangements for the evacuation of people with special needs
- The dangers associated with obstruction of fire exits

SAFETY TRAINING SHOULD BE GIVEN:

- At the time of their induction,
- On their being exposed to new or increased risks, and,
- At periodic intervals as appropriate. (at least annually, depending upon the nature of the risk)

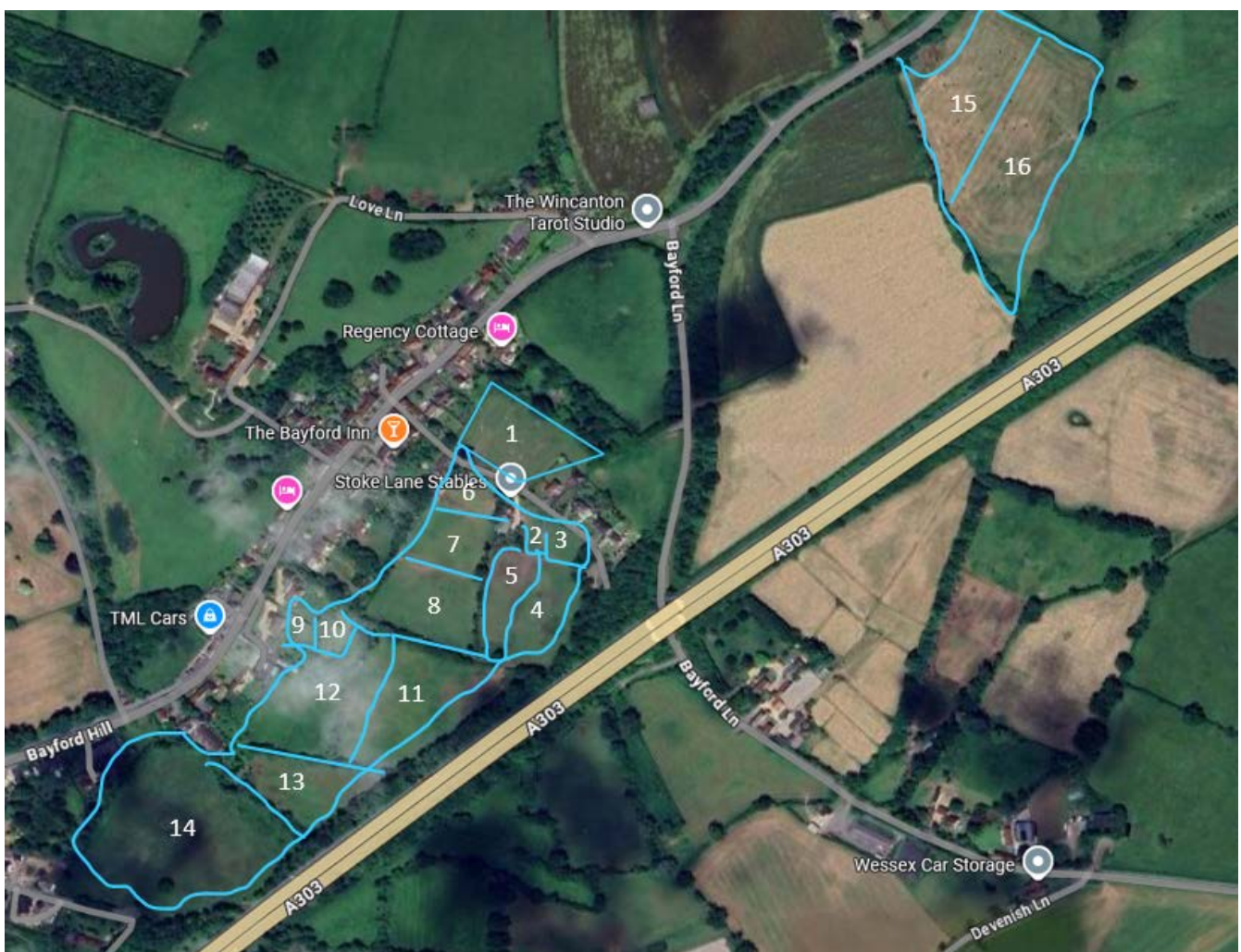
SAFETY DRILLS SHOULD BE CARRIED OUT:

- At periodic intervals appropriate to the nature of the risk. (a minimum of one safety drill each year is recommended)
- All associates **MUST** evacuate the premises regardless of seniority or commitments

PLAN OF PREMISES

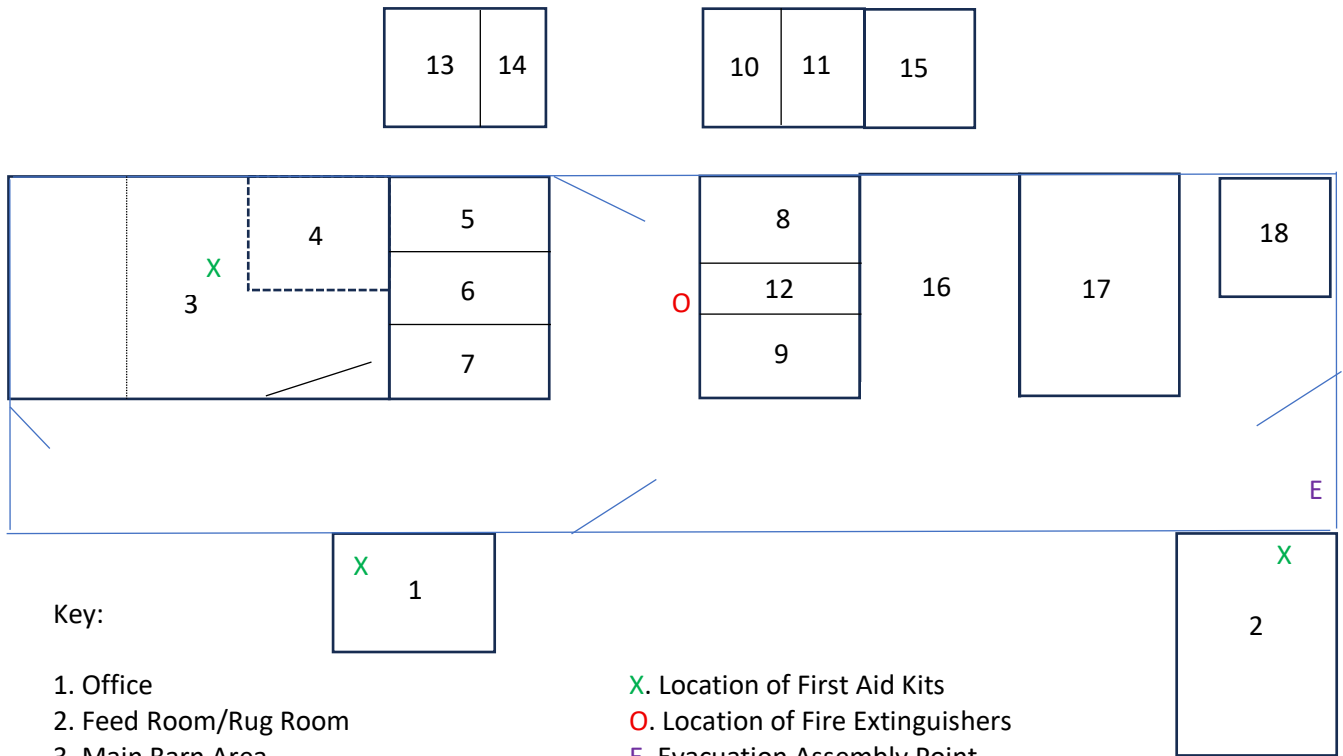
Updated 01 January 2026

Land: Churchfields [1], Office Paddock [2], Party Paddock [3], Main [4], Obelisk [5], Lunge Paddock [6], Middle Paddock [7], Far Paddock [8], Ivy Barn 1 [9], Ivy Barn 2 [10], Back Field 1 [11], Back Field 2 [12], River Paddock [13], Sloping Field [14], Berts 1 [15], Berts 2 [16] (see map).



Buildings: 5 stables, small hay barn, small outside storage, feed/rug room (container), secure barn including integrated tack room, solarium; office, yard; 2 additional field shelter/stables plus store; 1 small stable/field shelter plus store 3 additional livery stables, hay barn, feed room and tack room; lunge pen.

PLAN OF MAIN RIDING SCHOOL YARD (excluding paddocks):



PLAN OF LIVERY YARD (excluding paddocks):

