

Dear student,

Please see below a summary of fire safety rules that need to be followed to ensure your safety and the safety of other students.

To reduce the risk of fire

- Smoking (including vaping) is not allowed within halls of residence.
- Cooking appliances (including toasters, kettles, grills, rice cookers and hotplates) should only be used on kitchen worktops and the area around them kept clear of things that might burn.
- Cooking should not be left unattended.
- Deep fat frying is not allowed unless the fryer is electric and controlled by a thermostat.
- The use of naked flames including lit candles, joss sticks, aromatic oil heaters, shisha pipes is not allowed.
- Barbeques are not allowed.
- Heaters should not be covered and the area around them kept clear of things that might burn (including furniture and clothes).
- Personal heaters should not be used.
- Glass objects and mirrors should be kept off window sills.
- Furniture that does not comply with current UK safety standards should not be brought into halls of residence.
- All electrical items should be in good condition, carry an internationally recognised certification mark, and have the correct fuse and a UK plug.
- Electrical sockets and extension leads should not be overloaded. Extension leads should not be connected together.
- Cardboard packaging, plastic refuse, etc should be regularly removed (and other things that might burn kept to a minimum).
- The hanging of net curtains or wall coverings that might burn is not allowed.

To ensure that fires are discovered quickly and the alarm is raised

- Fire detectors should not be covered, removed or interfered with.

To ensure that any fires that may happen do not spread and put others in danger

- Fire doors prevent fires spreading. They should never be held open or prevented from closing by the hanging of clothes, etc.
- Any fire doors that do not close properly should be reported to accommodation management.

To ensure that all residents can safely escape

- All students should be aware of their escape route(s).
- If you discover a fire, warn other residents within your flat (if you can do so safely) and then sound the alarm by pressing a red call point as you leave the building. Once outside, call the fire brigade and report to the assembly point.
- If you hear a fire alarm, leave the building immediately and go to the assembly point.
- Do not put yourself in danger trying to deal with a fire (the kitchen fire blanket is only suitable for small cooking fires or where someone's clothing is alight).
- Personal items must not be stored in corridors or staircases as they obstruct people or trip them when they are trying to escape.
- Drills must be treated as if they were real fires.
- If you require assistance to escape, you will need a personal emergency evacuation plan (PEEP), if so, please speak with a member of the team.

To prevent false alarms (which inconvenience others and create complacency)

- Keep bathroom doors closed when showering.
- Don't let food burn.
- Don't open corridor doors to clear cooking fumes. ▪ Do not use aerosols around smoke detectors.

Other

- Fire blankets provided should not be removed or moved (unless needed to deal with a fire).
- Any other fire safety equipment should not be interfered with or removed.

Further advice

If you require further advice or are unsure of any of anything, please speak to your resident assistant or local accommodation team.

Failure to comply with fire safety rules

The safety of students is taken very seriously by the University. Incidents of students putting others at risk by failing to comply with fire safety rules will always be investigated by accommodation management. In serious cases, students found guilty of breaking rules will be required to leave their accommodation.