



## COMMUNAL AREAS

Please keep communal areas clear of rubbish, clutter and personal items as these pose a fire risk and could block your escape route in an emergency situation.

We need to keep you safe so we will sticker and remove any personal belongings such as buggies or bikes left in communal areas.

If you have large items of furniture to get rid of, please book a bulky waste collection online at [www.adur-worthing.gov.uk/bulky-waste/](http://www.adur-worthing.gov.uk/bulky-waste/)

Never wedge fire doors open.

Please do not smoke in communal areas.



## KNOW WHAT TO DO IN THE EVENT OF A FIRE

We carry out regular safety checks at all our blocks of flats and undertake fire precaution work where required. But its important that you know what to do in the event of a fire.

If there's a fire in your flat, get out, stay out and dial **999**.

Don't use the lifts, always use the stairs in an emergency situation.

If there's a fire elsewhere in the building, you are usually safe in your own flat with the doors and windows closed. The building is designed to contain a fire in the flat where it starts so stay put unless you are told to leave by the fire service.

### Vulnerable residents

If you or anyone who lives with you would have difficulty leaving the building in the event of a fire, please contact your Housing Officer on **01273 263338** to discuss your needs.

### Be prepared

Plan and practise an escape route and make sure all family members know how to escape and where to find a torch, window and door keys.



## HELP US TO KEEP YOU AND YOUR NEIGHBOURS SAFE

Important fire safety information that could save your life



# FIRE PREVENTION TIPS

As well as keeping communal areas clear there are other ways you can help to prevent fires and keep your family safe. These simple tips could save your life.

## In your home

- Regularly check your smoke alarm is working properly (if it isn't report it online at [www.adur-worthing.gov.uk/adur-homes/request-a-repair](http://www.adur-worthing.gov.uk/adur-homes/request-a-repair) or call 0800 783 7150).
- Keep candles away from children, pets, curtains or other fabric and make sure you extinguish them when you go out or go to bed.
- Don't overload plug sockets and never connect multiple extension leads.
- Unplug electrical items at night and when fully charged or not in use.
- Check your high powered appliances like washing machines and dishwashers have a plug socket to themselves, to avoid overloading.
- Register your appliances to make it easy for the manufacturer to get in touch with you if the product needs to be recalled.
- Always use genuine, branded cables and chargers, and never use damaged or scorched cables and leads.



## Bedtime check list

Close internal doors

Turn off electrical appliances

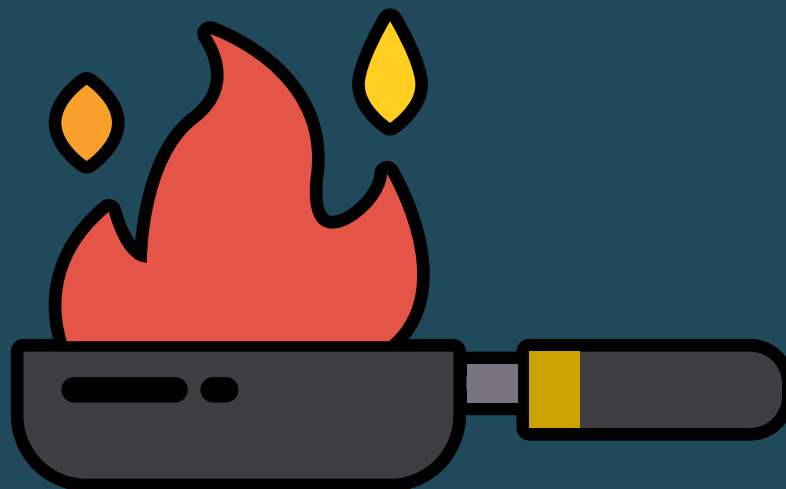
Fully extinguish candles and cigarettes

Ensure all exits are clear

## In the kitchen

**Around half of home fires are caused by cooking accidents so take extra care in the kitchen, especially when cooking with oil.**

- Never leave pans unattended.
- Keep matches and saucepan handles so they can't be reached by children.
- Ensure tea towels, take away boxes and food packaging are away from the hob and oven.
- Double check the oven and hob are switched off when you have finished cooking.
- Keep the oven, hob and grill clean as a build up of fat and grease can ignite a fire.
- Gas boilers need to be checked every year so please allow us access to carry out the annual service.



## Outside your home

- Combustible items like gas canisters should not be kept in or near your home, in communal areas or sheds.
- Barbecues are not permitted on balconies.
- Please park cars and motorbikes in allocated parking bays and not on grass verges or paths near buildings.
- Caravans, boats and trailers are not allowed anywhere on Adur Homes land including car parks (unless you have our permission).
- Keep all communal areas including bin stores and shed areas clear.

## Cigarette safety

- Make sure when you put out a cigarette, it really is out.
- Take extra care if you smoke when you're drowsy, taking prescription drugs, or if you have been drinking. It's too easy to fall asleep and not notice that a cigarette is still burning.
- Take responsibility and keep lighters out of reach of children.

