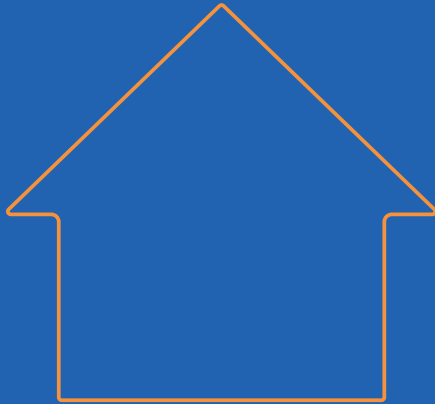


# Keeping you safe in the event of a fire

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Fire action plan:

Stay Put



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# Keeping you safe

## Simple steps to keeping you safe



Fire safety is one of our highest priorities and we work hard to ensure you're safe and your home meets current fire safety regulations.

It's important that we keep you safe by performing regular safety checks and making sure you know what to do in the unfortunate event of a fire.

There are also things that you can do to keep you, your family, your home, and your neighbours safe. We often think it will never happen to us, but it's important to be prepared in case a fire does break out and to take steps to reduce that risk.

- Fit and regularly test smoke alarms
- Keep communal areas free of personal possessions to stop fire spreading and keep your path to safety clear
- Keep fire doors closed to stop fire and smoke spreading in the event of a fire
- Follow good fire safety practices in your home, such as cooking with care, extinguishing cigarettes and candles and unplugging electrical appliances at night.



To find out more,  
[visit moat.co.uk](https://www.moat.co.uk)

# Fire door safety



## What we do to keep you safe

To ensure we are compliant with the Fire Safety (England) Regulations 2022:

- We carry out regular safety checks to all of our buildings which are higher than 11 metres. This includes quarterly checks of all fire doors (including self-closing devices) in communal areas and annual checks of all flat entrance doors (including self-closing devices) that lead onto a building's communal areas.
- We also provide information on the importance of fire doors to our customers living in blocks of flats with communal areas.

## The importance of fire doors

Fire doors play a critical role in saving lives and protecting

homes by keeping fire and smoke contained in one room so they don't spread throughout a building. Everyone plays their part in ensuring a fire door performs as it should in the event of a fire, from the door manufacturer and our health and safety team through to everyone who lives in the building. Knowing what to look out for and what to do if you spot a problem might just save a life.

## How you can help

If your home's entrance door is a fire door, it is important not to alter it, including drilling into it. This will weaken the fire safety of the whole building and endanger you and your neighbours.

It is also important that communal fire doors, labelled with a blue safety sign, are never propped open. They are designed to stop smoke and fire passage when kept closed and protect an escape route so you and your neighbours can evacuate safely.

# Checking your fire door

If you suspect a fire door is faulty, there are checks you can complete.

1. When closed, the gaps around the top and sides of the door should be consistently less than 4mm. The gap under the door can be slightly larger (up to 8mm), although ideally, you should not see light under it.
2. Check that any seals around the door or frame are intact and free of damage.
3. Check that all hinges (there should be at least three) are fixed with no missing or broken screws.
4. Check the door closes firmly without sticking to the floor or the frame. A fire door only works when it is fully closed and is completely useless if it is wedged open or can't shut fully.

## How to report a faulty fire door



It's really important that you report to us any fire doors (either your front door or a communal fire door) which you think are faulty.



You can do this via your MyMoat account, calling our Customer Services team on: **0300 323 0011** or by emailing: **customer@moat.co.uk**



We take any reports very seriously and will arrange to inspect and repair the door promptly. You will be playing your part in safeguarding lives.

# What to do in the event of a fire

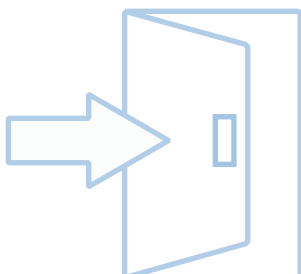
Your building operates a 'Stay Put' strategy. Please see a copy of the fire action plan for your building on the next page.

A 'Stay Put' strategy means the building is designed to contain the fire in the area where it starts. This means it is usually safe to stay in your own flat if the fire is elsewhere. This is because your flat is designed with fire barriers, such as fire walls and fire doors to prevent the spread of fire throughout the building.

Unless the fire started in your home, you should be protected from smoke and fire from a flat next door for at least 60 minutes – this should allow enough time for the Fire and Rescue Service to arrive and prevent the fire spreading and, if necessary, help you safely out of the building.

However, if the fire is in your flat or you don't feel safe and need to leave, you can do so, as long as the fire or smoke is not blocking your escape route. When the Fire and Rescue Service arrives, they will need clear access to the fire as quickly as possible. Any people trying to leave the building must not interrupt the Fire and Rescue Officers trying to deal with the emergency.

Please take the time to read your building's strategy. For more information, visit the 'Our Fire Safety Procedures' page on our website: [moat.co.uk](http://moat.co.uk)





# FIRE ACTION PLAN

## If a fire starts in your flat

- Leave the room where the fire is straight away and close the door behind you.
- Make sure everyone in your flat leaves immediately and close the entrance door.
- Do not try to put the fire out.
- Do not re-enter the flat.
- Do not use the lift.
- Leave the building and stay at a safe distance.

## If you see a fire or hear a fire alarm in another part of the building

- The building is designed to contain the fire in the area where it starts. This means it is usually safe to stay in your own flat if the fire is elsewhere.
- If you are already in a communal area, do not return to your flat. Leave the building and stay at a safe distance.
- You must leave immediately if smoke or heat affects your home or if you are told to leave by the fire service.
- Do not use the lift.
- If in doubt - get out.

## When you are safe, call the Fire and Rescue Service

- Dial 999 or 112.
- When the operator answers give your telephone number and ask for Fire Service.
- When the Fire Service responds, give the address where the fire is.
- Do not end the call until the Fire Service have all the details they need.

If you require assistance in developing your means of escape plan or further explanation of the Fire Action Plan and how it affects you, please contact Moat on: 0300 323 0011. Alternatively you can find out more information on our website: [moat.co.uk](http://moat.co.uk)

If you'd like us to explain the fire action plan further and how it affects you, get in touch:



0300 323 0011



[moat.co.uk/mymoat](https://moat.co.uk/mymoat)



[customer@moat.co.uk](mailto:customer@moat.co.uk)



[moat.co.uk/mymoat/chat](https://moat.co.uk/mymoat/chat)



In person to a Moat employee



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Dartford DA2 6QE

