

Tŷ Haf Risk Assessment - General

Risk Assessment

We want guests to enjoy their time at Tŷ Haf and have a safe and incident free stay. Guests must familiarise themselves with the building, its surroundings and read the information contained within the welcome pack.

Guests

Tŷ Haf is suitable for children and adults of all ages. The cottage is a single story premises on a level plot, with no staircase, which will assist those who have some mobility issues, but guests must ensure they familiarise themselves with the layout of the accommodation and any potential hazards, especially with regard to the safety of visiting children or infants or adults with limited mobility. Detailed instructions for using the appliances in Tŷ Haf will be found in the welcome pack.

Fire

To reduce the risk of starting a fire, visitors are expected to exercise care and to be vigilant when using the facilities at Tŷ Haf to ensure that guests stay safe. This will include supervising children staying or visiting Tŷ Haf, while using the cooking facilities and other high risk electrical appliances (such as irons, hairdryers and toaster). In addition, guests must take extreme care when using candles, including those used for celebrating birthdays etc.

Tea-lights and candles are not allowed in the bedrooms. Visitors must exercise extreme care and if they are used, to never leave them unattended. Visitors must not place a candle near any inflammable material.

Guests must familiarise themselves with the detailed instructions for using the fire equipment provided (fire extinguisher and a fire blanket.), and familiarise themselves with the layout of the accommodation and exits routes in event of an emergency.

The front door is the primary entrance and exit route from Tŷ Haf. There is an entrance/exit via the rear French doors, leading to the rear garden and a third entrance/exit door from the integral garage. In addition to these, one window in each bedroom is an openable casement window and can also be used as an escape route. All bedrooms are ground floor level. Guests will be supplied with keys to all doors.

Smoke alarms and heat alarms are fitted in the hallway and kitchen. These are an interconnected mains electric automatic fire detection system with battery back-up.

A torch is provided as emergency lighting. There is a motion sensor night light fitted in the hallway. In addition to these, there is ambient lighting from a street lamp directly outside Tŷ Haf.

In case of fire, all occupants must leave the accommodation by the most appropriate and safe exit. When guests are safely outside Tŷ Haf, they should call 999 immediately and give Tŷ Haf's address to the Fire Brigade and alert any neighbours to the risks.

In summary, guests must:

- Never leave unattended, a pan cooking on the hob and always be alert to the dangers of a naked flame from the gas hob;
- Always be alert to the dangers of using tea-lights or candles, and never leave them unattended at any time, or place them near any inflammable material. They must not be used in any of the bedrooms;
- When in use, leave electrical appliances, such as the toaster, hairdryer or electric iron, unattended;
- Ensure all electrical appliances are switched off, before going to bed;
- Adhere to Tŷ Haf's No Smoking policy.

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The Wood-Burner

There is a wood-burner fitted in the lounge with instructions for its use. The wood-burner was fitted by a HETAS registered installer. Visitors must:

- Not leave matches spare logs or other materials on top of the wood-burner;
- The wood-burner is to be used only with the door closed;
- Visitors must ensure it is firmly closed and 'dampened down' before going to bed.

Water

Guests must not leave the bath, wash basin or kitchen sink taps (as well as shower) running unattended as the potential for serious damage is significant.

Guests must take care when getting in or out of the bath or the shower cubicle, and to be aware that a tiled floor could become slippery. Guests should use the bath mat provided, to prevent slipping and reduce the risk of injury.

Pets

For the consideration of others, pets must be kept under strict control at all times and to prevent damage, annoyance or injury to others, guests must:

- Not leave a pet in the property unattended at any time. Pets can become anxious in unfamiliar surroundings and cause damage;
- Under no circumstances allow pets into any of the bedrooms. Pets should not sit or lie on any of the sofas, chairs or other soft furnishings;
- Not allow their pet to foul in any of the garden areas or in the vicinity of the property. The pet owner will immediately clean up any mess caused;
- Not allow their pets to cause any annoyance, become a nuisance or intimidate occupants of adjoining properties or people walking past the accommodation.