



Fire Safety Policy - Quick Guide (V1.5).

What this policy is about

A quick guide to how we manage fire safety, what you can expect from us, and what you need to do to help keep yourself and others safe.

Who it applies to

This policy applies to Portsmouth Homes properties, including blocks of flats, sheltered and supported housing schemes, houses in multiple occupation, communal areas, external walls, balconies, shared structural parts of buildings and flat entrance doors that open onto shared corridors, external walkways or stairwells.

Fire Risk Assessments (FRAs) (See policy: Fire Risk Assessments p5-7)

We carry out Fire Risk Assessments (FRAs) to identify and manage fire risks in buildings.

- Completed by qualified professionals (internal or external depending on risk)
- Reviewed regularly and after significant changes or incidents
- Include risks, actions and timescales to improve safety

You can request a copy of your building's FRA.

Building safety and fire prevention (See policy Means of Escape & Safety Features p7-9)

Escape routes and communal areas

- Must be kept clear at all times
- General needs: zero-tolerance (no items allowed)
- Sheltered schemes: limited, approved low-risk items only

Fire doors and smoke detectors

- Fire doors must not be altered, damaged or blocked
- Smoke alarms are installed and tested, residents should test them regularly
- Report any faults immediately

Balconies, batteries and gas

- No BBQs, fire pits or open flames on balconies
- Keep balconies free from excessive combustible items and fire hazards

Balconies, batteries and gas (cont'd)

- Do not store or charge e-bikes, scooters or batteries in communal areas
- Gas bottles must not be used or stored in higher-risk buildings

Stay put approach (See policy: Stay Put Procedure p10)

Most buildings operate a stay put approach:

- If a fire starts in your home → leave and call 999
- If a fire is elsewhere → stay in your home unless told to leave

We will clearly inform you if your building has different arrangements

Support for residents (PEEPs) (See policy: Your responsibilities /PCFRA p10)

If you may find it difficult to leave the building in a fire:

- Let us know
- We will assess your needs
- A Person-Centred Fire Risk Assessment (PCFRA) may be completed
- A Personal Emergency Evacuation Plan (PEEP) may be put in place

Your Responsibilities (See policy: Your responsibility p.10-12)

Residents should:

- Keep communal areas and escape routes clear
- Report fire safety issues (e.g. damaged doors, alarms, obstructions)
- Allow access for safety checks
- Use electrical appliances safely
- Tell us about changes to your needs or risks
- Follow fire safety guidance and signage

Further information

This is a summary only. For full details about fire safety measures and responsibilities, please refer to the Fire Safety Policy or contact Portsmouth Homes. Information is available in alternative formats on request.

[Link- Fire Safety Portsmouth Homes policy](#)

