



### About your Building

- Mitre Court is a purpose-built block of flats constructed of brick, block, concrete and stonework.
- The building is not cladded.
- The building has 8 storeys (ground plus 7 floors), no basement and consists of 28 self-contained flats.
- The building has 1 protected staircase and 1 passenger lift.
- Accommodation is classed as general needs.

### IMPORTANT – The following information and guidance should be read

## STAY PUT

A Fire Risk Assessment has been carried out and recommends a Stay Put Policy



**If there's a fire in your own home, or you hear the smoke alarm:**



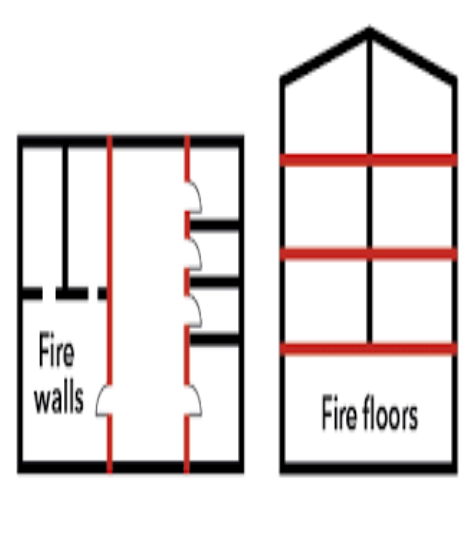

- Leave the room where the fire is and close the door behind you.
- Leave your flat closing the flat front door behind you.
- Leave the building by the nearest safe escape route.
- Activate the nearest fire alarm call point.
- Move to a safe distance away from the building.
- Call the fire service on 999.






**If you become aware of a fire elsewhere in the building (including in someone else's home), here's what you need to do:**

- Your building's designed to contain a fire inside the home where it started and protect you from the effects of smoke and fire.
- If the fire isn't in your home, close all your doors and windows and stay inside.
- Dial 999 right away, just in case the person whose home is on fire hasn't been able to.
- If smoke or heat from the home on fire starts to affect your home, you feel unsafe, or if the fire service tells you to, leave the building by the nearest safe escape route.
- Move to a safe distance away from the building.

<p><b>If you see a fire when you are in a common area of the building, here's what you need to do:</b></p>	<ul style="list-style-type: none"> <li>• Leave by the nearest exit.</li> <li>• Wait outside and away from the building.</li> <li>• Call the fire service on 999 immediately.</li> </ul>
<p><b>Things you NEED to know, or need to DO now:</b></p>	<ul style="list-style-type: none"> <li>• Ensure everyone in your home knows what to do and how to evacuate the building in the event of a fire.</li> <li>• Keep communal areas clear, do not leave personal items outside of your flat.</li> <li>• Get in touch if you spot any fire safety issues, such as fire doors or if there are any items/rubbish being stored in communal areas.</li> <li>• If you believe any fire safety equipment in your home or block has been tampered with, please let us know immediately by calling 0800 652 0898.</li> <li>• Read any information we send you on fire safety and make yourself aware of the fire safety notices present in your block and share these with all members of your household.</li> <li>• Regularly test your smoke alarms. If they are not working and you are a tenant, please report immediately. If you are a lease holder, please arrange an immediate repair</li> </ul>
<p><b>If you have a health issue and need assistance to evacuate in the event of an emergency</b></p>	<ul style="list-style-type: none"> <li>• If you or a member of your household need support to evacuate in the event of an emergency, due to either mobility issues, health, visual and or hearing impairments, please contact us on 0800 652 080 or email us at <a href="mailto:personalevacuationplan@vividhomes.co.uk">personalevacuationplan@vividhomes.co.uk</a></li> </ul>

<h2 style="text-align: center;">Fire safety features in your building</h2>		
<p><b>Fire Action Notice</b></p>	<p>The Fire Action Notice is to make sure that anyone living, working in, or visiting your building knows what to do in the event of a fire.</p>	
<p><b>Signage</b></p>	<p>Fire signs help people leave the building safely in an emergency. Directional arrows or a running figure with the words “fire exit”, direct people safely along the escape route and out of the building.</p>	

<p><b>Fire doors</b></p>	<p>Fire doors are designed to slow the spread of fire and to prevent smoke from entering other areas of the block. Each flat front door is fire rated, this will help to slow a fire and keep it contained.</p>	
<p><b>Fire door closers</b></p>	<p>Door closers are an important part of fire doors (including your flat front door). The closers ensure compartmentation by closing the fire door automatically in the event of a fire. Removal of these can cause serious injury and can lead to fire and smoke escaping and affecting the escape route for yourself and others.</p>	
<p><b>Compartmentation</b></p>	<p>All buildings have been designed to keep fires contained in a single area as long as possible. This is known as compartmentation. A compartment is a room or area with a fire rated door and fire insulating materials in the walls and ceiling spaces. Drilling holes into walls and ceilings can damage the effectiveness of fire compartmentation. Compartmentation protects the rest of the building and the people who live there.</p>	
<p><b>Emergency lighting</b></p>	<p>The lights will come on if mains power fails to help you see the way out of the building in an emergency.</p>	

<p><b>Dry Riser</b></p>	<p>A dry riser is a length of pipe that reaches each floor of your block. This ensures no matter where a fire occurs, the fire service can attach to a pressurised water source to allow them to feed water to each floor for use with their firefighting equipment, to combat the fire.</p>	
<p><b>CCTV</b></p>	<p>Where CCTV is installed, for your security it keeps a record of who comes into the building.</p>	
<p><b>Lightning protection</b></p>	<p>A lightning strike can cause lots of damage and start fires. The lightning protection comes in the form of a lightning conductor, usually a metal rod, fitted on a building to protect it from lightning strikes. The system will divert a lightning strike to the rod, then through a wire allowing it to pass to the ground safely.</p>	
<p><b>Secure Information Box</b></p>	<p>A Secure Information Box is fitted at the entrance of the building. This holds important information about the building and the people who need support to evacuate. It is used in the event of an emergency by the fire service.</p>	
<p><b>Electrical Installation Condition Report</b></p>	<p>An EICR is a report of the condition of the fixed electrical wiring for the building. A qualified electrician will test the wiring to ensure occupants are safe from electrical shocks and/or fires</p>	



If you have any questions, please contact us on 0800 652 0898 or email us at:

[firesafety@vividhomes.co.uk](mailto:firesafety@vividhomes.co.uk)

You can find more tips to help keep you safe from fire at: [www.hantsfire.gov.uk](http://www.hantsfire.gov.uk)