
GUERNSEY STATUTORY INSTRUMENT

1991 No. 24

The Fire Services (Guernsey) Law, 1989
Code of Guidance No 9 - Tented Structures

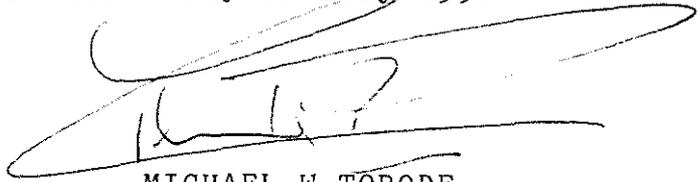
Made 15th July 1991

Laid before the States ...

Coming into operation ... 4th November 1991

THE COMMITTEE FOR HOME AFFAIRS, in exercise of the powers conferred upon it by section 8(1)(b) of the Fire Services (Guernsey) Law, 1989, and in exercise of all other powers enabling it in that behalf, has this day made this Code of Guidance which shall come into operation on the 4th November 1991.

Dated this fifteenth day of July 1991



MICHAEL W TORODE,

President of the Committee for Home Affairs
for and on behalf of the said Committee

CODE OF GUIDANCE NO 9 - TENTED STRUCTURES

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1. INTRODUCTION

- 1.1 The purpose of this code of guidance, which is issued solely in connection with the operation of the Fire Services (Guernsey) Law, 1989, is to set out basic standards for means of escape and related fire precautions where tented or other temporary accommodation is provided for at least 100 persons (however the advice can be applied where lesser numbers are likely to be present). It is intended both for the guidance of the Fire Brigade and for the information of those responsible for the management of such places. A contravention of the code of guidance does not itself render a person liable to civil or criminal proceedings. The contravention may, however, in any proceedings in which there is in issue a liability or contention in relation to which the provision of the code appear to the court to be relevant, be relied upon by any party to the proceedings as tending to establish or negative the liability or contention. It is hoped that the code of guidance will assist in achieving a uniform approach to the implementation of the Law in the relevant premises. It should also be noted that the provisions of this code are in addition to, and not in derogation from, the provisions of Section 6 of the 1989 Law, which lays down the basic legal duties of occupiers of premises. Occupiers must therefore, as well as observing the guidance set out in this code, also comply at all times with Section 6 and with any relevant regulations made under the Law.

GENERAL

- 1.2 It is vital that all structures used by the public are as safe as possible from fire and that all managers know how to protect the public and their staff from injury or death if a fire breaks out. To this end the organiser should consult the licensing authority well in advance of the proposed event so that there is no misunderstanding about the use of the structure or about the nature of any fire precautions which are regarded as necessary. The need for this early consultation is even more important where a temporary structure will be erected just prior to the event as it is sometimes difficult to establish exactly what circumstances will prevail when these facilities are in use. This guidance is given in order to avoid last minute embarrassment to organisers who might be required to carry out extensive alterations, or even to cancel their event at short notice because of inadequate fire safety arrangements. Where there is no requirement to obtain a licence it is nevertheless recommended that managers should consult the Fire Brigade for advice.

2 SITE SELECTION AND ACCESS

- 2.1 The following fire safety factors should be considered by the organiser when choosing a site:-
- (a) access and egress for the public, emergency vehicles and equipment;

(b) the proximity of surrounding buildings and vegetation and other risks in relation to the spread of fire;

(c) the availability of water for firefighting purposes;

(d) the need for a telephone (to call the Fire Brigade);

(e) availability of mains services; and

(f) the slope or unevenness of the ground.

2.2 An outline site plan of all structures should be prepared by the organiser showing the position of all entrances and exits, generator equipment, vehicles etc. It should be kept up to date on the site and be readily available for inspection. The plan should be agreed by the relevant authority following consultation with the Fire Brigade having regard to occupancy, use, position and other factors relevant to safety. It should not be altered without reference to the relevant authority.

2.3 The site should be arranged so as to allow for adequate means of access by firefighting vehicles to within 50 metres of any part of the structure. Access routes should be not less than 4 metres wide, should have no overhead structure or cable less than 4.5 metres above the ground, and should be capable of taking the weight (about 12.5 tonnes) of firefighting appliances in all weathers. Emergency vehicle routes within the site should be kept clear of obstruction at all times.

2.4 Access to hydrants and other water supplies should not be obstructed or obscured.

2.5 Car parks should be provided well clear of all tentage and on no account should parking be allowed in access roadways or tent lanes.

SPACING BETWEEN STRUCTURES

2.6 The spacing between portacabins, caravans and other structures should not be less than 6 metres. The spacing between tents should not be less than 6 m but in the case of very large marquees (eg a big top) a minimum distance of 12 m should be observed.

3 THE MANAGER'S RESPONSIBILITIES

3.1 The safety of the public is the responsibility of the manager. This means that the manager or his deputy should be in charge of and present in the structure during the whole time that the structure(s) are open to the public, and kept free from work which would prevent him from being immediately available in the event of an alarm of fire.

3.2 Before the public is admitted to any performance or event in the structure the manager should ensure that a safety check is carried out.

ATTENDANTS

- 3.3 There should be competent attendants on duty during the whole time that the public is in the structure. These attendants should have been specifically instructed as to their essential responsibilities in the event of fire or other emergency. Account should be taken of the additional responsibility caused by the attendance of disabled persons. (See Code 5 - Places of Entertainment).
- 3.4 At least one attendant who should not be the person in charge of the structure should be on duty for every 250 or part of 250 persons in the structure, except that, where most of the patrons are under the age of 16, there should be at least one attendant for every 75 or part of 75 persons.

NOTE - It may be decided that because of the type of entertainment and/or composition of the audience additional attendants should be on duty.

- 3.5 Attendants should be readily identifiable by means of some conspicuous clothing or marking system which is visible under all lighting conditions.
- 3.6 The main duty of attendants is to ensure that safe conditions are maintained in the structure and to achieve this they should:-
- (a) ensure that no overcrowding occurs in any part of the structure;
 - (b) keep all gangways and exits clear at all times;
 - (c) prevent standing on seats or furniture; and
 - (d) be aware of any special requirements needed to ensure the safe evacuation of the audience/patrons.
- 3.7 The manager should ensure that attendants are trained in fire procedures with the Fire Brigade being consulted as appropriate. Instruction should include a demonstration of the locations and use of firefighting equipment provided, how to call the Fire Brigade and the evacuation procedures.

CALLING THE FIRE BRIGADE

- 3.8 The Fire Brigade should be called immediately to every outbreak of fire from the nearest available telephone. Instructions as to the location of the nearest exchange telephone and the method of calling the Fire Brigade should be prominently displayed. If an exchange telephone is not readily available, consideration should be given to the provision of portable telephone facilities.

4 CONSTRUCTION

GENERAL

- 4.1 From the safety point of view, tents, marquees, pneumatic structures, air supported structures and similar structures will present difficulties not generally found in conventional buildings. These will range from managing the provision and maintenance of the structural and other safety features, to difficulties for the public who will often find their routes of egress to be over uneven ground, temporary flooring, duckboards, ramps, stairways, etc rather than the permanent surfaces to be found in conventional buildings. Consideration therefore needs to be given to the varying activities and the type and scale of the assembled audience.
- 4.2 In addition to the normal ignitability and flame spread hazard associated with the use of large areas of textile materials, it is possible that other hazards, ie high levels of toxicity, could also be present through the use of certain modern materials, eg fluorocarbon polymers, in the construction of the structure. The nature of all the materials used in the structure should therefore be established and advice sought if unusual materials are present.

TENTED STRUCTURES

- 4.3 New manufactured membranes and fabrics should be of inherently flame-retarded fabric or durably flame-retarded fabric when tested to British Standard 5438 Tests 2A and 2B with a 10 second flame application time in each case. Existing materials and structures manufactured to the previous British Standard 3120 continue to be acceptable. Other sheet materials should be Class 1 surface spread of flame in accordance with British Standard 476: Part 7. Materials should be free of flaming molten droplet characteristics and should not readily support combustion.

NOTE 1 - With regard to existing tented structures the standard quoted above (British Standard 3120) is only considered to be acceptable during the intervening period of the normal replacement of old stock. During the same replacement period of old stock, relevant authorities may also wish to consider whether non-flame-retarded fabric, ie fabric which does not meet either British Standard, is acceptable for certain ancillary uses.

NOTE 2 - It should also be noted that the British Standards Institution have recently published British Standard 7157. This method of test is also acceptable.

- 4.4 The relevant authority may require the organiser to provide a certificate or other evidence from a body of recognised standing to show compliance with the provisions of paragraph 4.3.

- 4.5 All supporting poles, frames, guys, stakes, anchors, fastenings etc should be regularly tested by the supplier and maintained in a safe condition. The structure should be erected by a competent person and should not readily collapse when exposed to fire.

AIR SUPPORTED AND PNEUMATIC STRUCTURES

- 4.6 The recommendations of British Standard 6661 apply only to air supported structures. The materials used in the construction of pneumatic structures should therefore comply with the recommendations contained in paragraph 4.3 of this Code of Guidance. However, for the purposes of this guide, where the structure is to be used for licensed entertainment, the recommendations contained in this guide in preference to clauses 20, 21 and 22 of British Standard 6661.

AIR SUPPORTED STRUCTURES

- 4.7 The structures, including foundations and all other elements necessary for the safety of occupants, should be inspected at regular intervals and should be adequately maintained.
- 4.8 The structures should have adequate emergency exits, emergency lighting, emergency exit signs, maximum and minimum pressure limiting devices and audible warnings, automatically operated standby fans and an alternative power source to operate under pressure loss and/or failure of the primary power source and an emergency support system.

PNEUMATIC STRUCTURES

- 4.9 A risk peculiar to pneumatic structures is that their stability is dependent upon a supply of air under pressure which is provided and maintained by mechanical fans. Additionally such structures comprise extensive areas of flexible membrane material which, like those used for tents, require particular care in selection.
- 4.10 For these reasons, safety measures peculiar to pneumatic structures include reliability of air supply systems supplemented by secondary support systems to maintain clear exit routes in case of collapse together with the selection of suitable (flame-retarded) membrane materials. The distance of travel from any part of the structure to the protection of such a secondary support system should not be more than 12 metres, with a minimum headroom of 2.5 metres.

PERFORMANCE IN FIRE

- 4.11 The membrane of an air supported structure should not readily support combustion. Experience has shown that PVC coated polyesters and polyamides and unreinforced polythene generally perform satisfactorily under fire conditions. Details of fire tests which have been carried out are given in paragraph 4.12.

4.12 A small number of fire tests on air supported structures of various sizes have shown that:-

(a) a fire produces smoke and toxic fumes which fill the structure if the membrane is not damaged. The quantity of fumes and the subsequent smoke level depend on the nature of the fire, but a small structure will fill with smoke more quickly than a large one. The opening of exits has the effect of causing smoke movement towards them. High level vents reduce this effect; and

(b) if the flames reach and damage the membranes at a high level (above 2.5 m), other gases will be driven towards the hole so produced thus decreasing the density of smoke and the hazard to the occupants. The internal pressure will, however, be reduced and, depending on the size of the hole, the fan capacity and the number of doors opened, the structure may collapse.

FIRE SPREAD

4.13 Rigid linings such as wall boards used in structures should be not less than a Class 1 surface of flame rating as described in British Standard 476: Part 7.

FURNITURE, FURNISHINGS, FLOOR COVERINGS ETC

ADVICE ON FLOOR COVERINGS

4.14 Some floor coverings will, when involved in fire, react to produce large volumes of heat and toxic smoke although the surface spread of flame may be relatively slow. The possibility that the floor coverings may present a hazard to means of escape should not be overlooked and should feature in the overall assessment of suitability of surfaces, walls and ceilings to protected routes. If new floor coverings are to be installed to overcome this problem, they should comply with British Standard 5287 as conforming to the low radius of fire spread (up to 35 mm) when tested in accordance with British Standard 4790.

ADVICE ON FURNITURE AND FURNISHINGS, AND SYNTHETIC MATERIALS

4.15 Furniture and furnishings which are easily ignited or demonstrate rapid spread of flame characteristics present a particular fire hazard and their presence will be a factor in determining the acceptability of escape routes and in particular of protected routes.

UPHOLSTERED FURNITURE

4.16 It is recommended that upholstered furniture should only contain those filling materials specified in the Furniture and Furnishings (Fire) (Safety) Regulations 1988; and that invisible parts of permanent covers comply with the provisions of the Furniture and Furnishings (Fire) (Safety) (Amendment) Regulations 1989. The furniture should satisfy as a minimum standard Ignition Source 0 (cigarette test) of British Standard 5852: Part 1 and Ignition Source 5 (timber crib test) of British Standard 5852:

Part 2. However, it should be noted that British Standard 5852 does not test the resistance to ignition of the underside of the seating. In addition, where the cover material, or any barrier fabric, has been treated chemically to impart a degree of flame retardence, it should be subjected to the water soak test, as advocated in the Furniture and Furnishings (Fire) (Safety) Regulations 1988. The new standards should be applied when refurbishment and replacement takes place.

- 4.17 Application for consent for upholstered furniture should, where required, be made to the licensing authority in writing and should be accompanied by full details of the materials to be used and a certificate from an approved testing establishment. The licensing authority may, after consideration of specific circumstances of use, vary the level of ignition source that seating is required to meet.
- 4.18 All fixed and movable seating should be maintained free from tears, rips etc, which would result in the filling being exposed.

ADVICE ON CURTAINS OR FABRICS

- 4.19 (a) Any curtains, fabrics or other drapes hung in places of entertainment should be of durably flame-retarded fabric or inherently flame-retarded fabric and should conform with British Standard 5867: Part 2 fabric type B. Curtains or drapes should not conceal notices and should be hung so as not to trail on the floor.

(b) Attention is drawn to the Department of Environment test outlined in the "Department of the Environment Fire Retardent Specification No 7, Ignition Standards for Curtains". Fabrics should be tested using Ignition Source 5 (timber crib test) of British Standard 5852: Part 2. Licensees may wish to consider the use of this test which subjects curtains, hangings and drapes to a more searching indication of a material's performance in a fire situation. The appropriate procedure in British Standard 5651 should be completed prior to this test in respect of those fabrics which have been chemically treated.

(c) Where curtains are permitted in front of fire exit doors they should be hung so as not to obstruct exit signs and be arranged so as not to trail on the floor and with a centre opening when in front of pairs of doors. They should only be permitted where attendants are present nearby to open the curtains in the event of an emergency.

- 4.20 The approval of specific non-durably flame-retarded fabrics may be considered.

- 4.21 Temporary decorations should not be used unless approved.

4.22 Application for consent for all decorations, curtains and hangings should be made to the licensing authority in writing and should be accompanied by full details, including samples where required, (not less than 1000mm x 500mm) of the material proposed to be used and, in the case of temporary decorations, a statement as to the period for which it is desired to retain the decorations.

ARTIFICIAL AND DRIED FOLIAGE

4.23 It is not possible to assess dried or artificial foliage in terms of flame retarded fabrics using formal laboratory test methods. It is, however, recommended that these and similar items be subjected to ignition tests (but not in situ) using small flaming sources comparable to those used for testing drapes and curtaining, as follows:-

a suitable small flaming ignition source, the match equivalent butane flame Ignition Source 1 specified in British Standard 5852: Part 1, should be applied to the treated leaves, flowers, etc, of the sample for 20 seconds. Ignition is acceptable during the application of the igniting flame but, on its removal, flaming, whilst continuing locally, should not spread beyond the area first ignited.

4.24 As it has been found difficult to totally inhibit the production of flaming droplets or debris from the solid plastics parts of artificial foliage such as stems, the licensing authority should consider factors such as:-

- (a) the location;
- (b) the ease of access by the public; and
- (c) the overall amounts of artificial foliage present.

4.25 All artificial and dried foliage used for decorative purposes in public areas should be flame retardent treated. As flame retardent treatments can be adversely affected by contact with moisture (as this can cause recrystallisation on surfaces), periodic retreatment may be required to maintain the effectiveness of the flame retardent treatment and/or to maintain an acceptable appearance. The licensing authority should therefore consider a policy of reappraisal of such treated items.

4.26 Dried flowers and grasses should not be sprayed with hair lacquer or other like substance, as such treatment will only enhance the ease of ignition and rate of fire spread.

5 MEANS OF ESCAPE FOR ENCLOSED OR COVERED STRUCTURES

GENERAL

- 5.1 In the event of a fire breaking out in a structure it is essential that everyone is made aware of the danger and is able to reach a place of safety before being overcome by smoke, toxic gas or other products of combustion.
- 5.2 On becoming aware of the need to evacuate the structure, persons will frequently look first to the way they entered but if this cannot be reached (perhaps because of the position of the fire or smoke) an understandable instinct will be to turn away from the danger and seek an alternative route to a place of safety. The public may nevertheless underestimate the risk and may be reluctant to use exits with which they are unfamiliar. The importance of training staff in ensuring that the public react and leave promptly should not be understated.
- 5.3 Persons should be able to walk to safety along a clearly recognisable route by their own unaided efforts regardless of where the fire might break out in the structure. However, it is recognised that it will be difficult, if not impossible, for some people with disabilities to make their way to a place of safety without the assistance of others. (See Places of Entertainment Code of Guidance No 5).

OCCUPANT CAPACITY

- 5.4 The technical requirements for means of escape from buildings (including structures) which are common today and the factors governing these requirements have developed through the course of this century from research, observations and experience in many countries. These factors are largely interdependent and include evacuation time, the distance to exits, and the number, width and siting of exits. Collectively, the number and width of exits determine the 'exit capacity' which together with the siting of exits determines the number of persons allowed - the 'occupant capacity'.
- 5.5 If the provision of exits is satisfactory, the maximum number of persons admitted to any booth, tent or enclosed structure should be based on the following formulae -
 - (a) for a standing audience 0.3 sq metres per person;
 - (b) for a seated audience 0.6 sq metres per person or the number of seats, whichever results in the lesser number of persons allowed;
 - (c) for dancing 1 sq metre per person.

These figures include an allowance for gangways and passageways.

EXITS

- 5.6 Every structure should be provided with exits which are sufficient for the number of occupants in relation to their width, number and siting. Normally no exit should be less than 1.05m wide. It should be noted that the width between two side poles in a tented structure is at times as little as 950mm.
- 5.7 The required minimum width of any final exit in relation to the number of occupants who may have to use it should be determined by the following table:-

Minimum clear width of exit	Number of persons
1.05m	1 to 160
1.65m	161 to 240
1.95m	241 to 320

NOTE - The maximum acceptable value of width of exit is 4 units (1.95m). Therefore for higher numbers of persons, extra exits will be required.

- 5.8 Where the room is intended to hold more than 50 persons there should be not less than 2 exits (see paragraph 5.11).
- 5.9 Where the room is intended to hold more than 50 persons, an allowance should be made for the possibility that one exit may be obstructed and not available because of fire or smoke or other hazard. All exits should comply with the widths required by paragraph 5.7.
- 5.10 Any additional exit necessary to comply with the provisions of paragraphs 5.8 and 5.9 may discharge through an adjacent room, provided that there is a clear and direct path to a final exit.
- 5.11 The required final exits should be distributed evenly around the structure so that genuine alternative routes are available from all parts.
- 5.12 From any part of a structure having more than one exit the distance of travel should normally be not more than 18 metres. After the first 6.5 metres, the remainder of the route should lead in a different direction from the route to any alternative exit. In rooms having only one exit, the distance of travel should be not more than 6.5 metres.
- 5.13 In determining the distance of travel, an extra factor should be added where there are temporary ramps or stairways along the route. If the route is to include temporary ramps or stairways, an additional 0.25 metres should be added to the calculation of distance of travel for every 1 metre of the ramp or stairway. Thus, if the actual distance to the final exit is 20 metres, of which 10 metres is a stairway, the distance of travel should be regarded as 22.5 metres.

RAMPS

- 5.14 Where ramps are used in gangways, regularly spaced battens or a non-slip surface should be provided so as to prevent falls and slips. Gradients should not be in excess of 1 in 12.

FLOORS AND TIERS

- 5.15 No floor or tier whether temporary or permanent should be constructed with a slope of more than 35 degrees to the horizontal. Floor coverings should be fitted so that they do not constitute an obstruction or tripping hazard.

EXIT ROUTES

- 5.16 Exit routes should be kept free from obstruction at all times.
- 5.17 While any person is within the structure, the doors of the structure and of any room within the structure which affords a means of exit, should not be locked or fastened in such a manner that they cannot easily and immediately be opened from the inside. All doors on an exit route should open outwards so that people can escape in an emergency, without impediment. Where exit doors have to be secured against outside intruders, they should be fitted with panic bolts or latches.
- 5.18 Panic bolts or latches should be without sharp projections and should be of such pattern that normal horizontal pressure on the push-bar will open the door. The push-bar should be placed at a height within the range of 900mm-1.1m from the floor. The words 'PUSH BAR TO OPEN' should be displayed conspicuously in block letters not less than 50mm in height immediately above or below the push-bar. Panic bolts should be of a strong type and the working parts should be properly maintained. Panic bolts and panic latches fitted after the publication of this guide should comply with British Standard 5725: Part 1.
- 5.19 Exits which consist of wall flaps or similar material are only considered suitable for use where small numbers of persons are accommodated. In such circumstances the exits should be boldly indicated at the edges and so arranged as to be opened easily and immediately from the inside. Whenever more than 50 persons are to be accommodated in a tented structure all exits affording means of escape should consist of conventional outward opening doors fitted with suitable emergency fastenings and clearly indicated.
- 5.20 Where weather conditions make it necessary to keep door flaps down or loosely tied, an attendant should be permanently on duty at each exit at all times when members of the public are present, to open the flaps in an emergency.
- 5.21 Guy ropes, tent pegs and stakes should not be allowed to obstruct a route to a place of safety. Where they flank such a route, they should be shielded to form a passageway, or marked and illuminated so they can be seen clearly at all times.

EXIT AND DIRECTIONAL SIGNS

- 5.22 All exits considered necessary for means of escape should be clearly and conspicuously indicated.
- 5.23 All fire safety signs, notices and graphic symbols should conform with British Standard 5499: Part 1, and with British Standard 2560 for internally illuminated exit signs. Self-luminous fire safety signs should also comply with the requirements of British Standard 5499: Part 2. Existing signs and notices which do not meet the British Standard need not be replaced immediately if they are effectively fulfilling their purpose. They should however be examined and replaced if they are found to be inadequate.
- 5.24 Self-luminous fire safety signs will not generally be allowed where the viewing distance exceeds 24m.
- 5.25 Maintained internally illuminated exit signs will be required where the lighting may be dimmed or extinguished.
- 5.26 Exit signs should be illuminated whenever the public are present.
- 5.27 A notice bearing the word 'EXIT' in plain block lettering not less than 125mm high should be placed over any door or opening leading from the place of assembly to an exit. The notice should be positioned, wherever possible, between 2m and 2.5m above the floor. No other notice should be incorporated in, or form part of, an 'EXIT' notice other than a directional arrow.
- 5.28 An exit which is not a normal route of travel from a structure should be indicated by a notice bearing the words 'Exit' or 'Emergency Exit'. The notice should, wherever possible, be displayed immediately above the exit opening. Where this is not possible a position should be chosen close by where the notice can be seen and it is least likely to be obstructed.
- 5.29 Where an exit cannot be seen or where persons escaping from the structure might be in doubt as to the location of the exit, 'Exit' or 'Emergency Exit' notices, to include a directional arrow, should be provided. Such notices should be fixed in conspicuous positions at suitable points along an escape route and wherever possible should be positioned between 2m and 2.5m above the floor level.
- 5.30 A notice with the words 'Fire escape - Keep clear' should be permanently displayed at about eye level on the external face of all doors which are provided solely as a means of escape in case of fire and which, because they are not normally used, are liable to be obstructed.

6 SEATING AND GANGWAYS

- 6.1 There should in all cases be an unobstructed seatway or space at least 305 mm measured between perpendiculars between the back of one seat and the front of the seat immediately behind.

6.2 The number of seats in a row should not exceed -

(a) 7 seats where there is a gangway at one end only. However, longer rows of up to 11 seats may be allowed if the seatway is increased by 25 mm for each seat over 7; and

(b) 14 seats where there is a gangway at each end. However, longer rows of up to 22 seats with a gangway at each end may be allowed if the seatway being increased by 25 mm for each additional pair of seats and/or any odd seat over 14.

6.3 Seats in tents and marquees holding more than 30 people should either be fixed securely in position or rigidly linked together in rows. No row should be less than 4 seats. Seats on a sloping floor should be fixed in position.

6.4 In circumstances where more than 250 temporary seats are to be used in the structure the following arrangements should apply:-

(a) chairs or other single seats should be secured together in lengths of not fewer than 4 seats and not more than 12 so that the seats cannot be separated from each other merely by pushing one or more seats in the row (the only exception being chairs in boxes or other approved enclosures); and

(b) provision should be made for the rows of seating flanking the gangways to be fixed to the floor effectively preventing the individual seats or rows from being dislodged into the gangways or from being toppled over, except that:-

(i) only end seats of such rows need to be fixed to the floor if all seats in each row are secured together; or

(ii) only the end seats of each length of seating referred to in sub-paragraph (a) above which form such rows need be fixed to the floor.

NOTE - In structures which are intended to be used only occasionally for closely seated audiences, where the fixing of seating to the floor is impracticable or undesirable, the use of floor bars instead of floor screws may be permitted. Such floor bars should be no more than 25mm in height, have a cambered top surface so as to avoid the risk of tripping persons using the seatways, and should extend from the row to be fixed to at least two adjacent rows, but should not extend across any gangways.

6.5 Seats should be of adequate strength, soundly formed and free from defects which may cause injury to the public.

6.6 Where seating for more than 100 people is provided, a seating layout should accompany the application for a licence. A scale plan of the arrangements for seats, gangways and exits should be readily available for inspection.

- 6.7 Spaces beneath tiered seating should not be used for storage and should be made as secure as practicable. Such spaces and the spaces between and under timber flooring should be kept clear of accumulations of rubbish, and these spaces should be checked between performances.
- 6.8 In enclosures containing seating, displays etc, gangways should be arranged and maintained free of obstruction so that reasonably direct access to the exits is provided.
- 6.9 Gangways should be of sufficient width for the occupancy. Their width should be calculated in accordance with the width of exits, but should in no case be less than 1.05m wide. The creation of bottle-neck conditions which might cause obstruction to persons making their way out of the structure should be avoided.
- 6.10 Where steps are used as gangways, the risers should be sealed or formed so that people cannot inadvertently step through them. Stair treads should have a going of not less than 280mm exclusive of any nosing. Risers should not be more than 190mm in height. The width, rise and going of steps should be uniform. Handrails should be provided as necessary.

ENCLOSED STRUCTURES HAVING A STAGE

- 6.11 Information on stages, platforms, stage areas, scenery and properties is contained in Code No 5; Places of Entertainment.

7 USE OF ELECTRICITY

LIGHTING

- 7.1 All parts of the structure to which the public have access and all external exitways should, if intended for use in the absence of daylight, be provided with normal lighting capable of providing sufficient illumination of those parts for the public to leave the structure safely.
- 7.2 A minimum standard of illumination should be maintained so that the structure cannot be plunged into total darkness whether deliberately or accidentally. Emergency lighting installed to comply with British standard 5266 will be deemed to satisfy this requirement. The emergency lighting system should be regularly serviced and should be tested before the public are admitted to the structure.
- 7.3 If at any time there is a failure of the lighting referred to in paragraph 7.2 the parts of the structure affected, including the signs referred to in paragraph 5.26 should immediately be illuminated by some alternative means which enable the public to see their way out of the structure in safety.
- 7.4 The normal lighting should be kept on at all times when the public are in the structure, except in any part which is well lit by daylight, and should illuminate all exit fire safety signs unless they are self-luminous fire safety signs.

- 7.5 In the case of temporary structures which are erected for a limited period, or are used as part of a travelling entertainment, a current certificate signed by a competent person confirming that the emergency lighting installation meets the requirements of British Standard 5266: Part 1 should be acceptable, subject to a functional test prior to the first admission of the public.
- 7.6 Heat producing luminaires should be installed sufficiently clear of combustible materials to avoid the risk of fire.
- 7.7 The power supply and switching arrangements to the lighting should be protected so as to prevent unauthorised interference.
- 7.8 In enclosed structures emergency lighting should adequately illuminate exit routes, staircases, changes in level and signs. This may range from a sufficient number of dry battery handlamps in the care of responsible officials (eg occasional dance) to a more permanent secondary source of supply (eg secondary battery system, electricity from a generator or other independent means) for functions carried over a number of days and at which large numbers of persons might be present.
- 7.9 All electrical wiring and apparatus should comply with the "Requirements for Safety" laid down in the Institution of Electrical Engineers "Regulations for the Electrical Equipment of Buildings (Temporary Installations)" and to the satisfaction of the States Electricity Board. Wiring and apparatus should as far as is possible be carried clear of canvas or other combustible materials, and so positioned as to prevent unauthorised interference.
- 7.10 Electrical generators should be positioned well clear of tentage and under the close supervision of a competent person at all times when in use.

8 MEANS FOR GIVING WARNING IN CASE OF FIRE

- 8.1 Means should be provided for giving warning in case of fire from tents, booths and enclosed structures. The means of raising the alarm should be such as to avoid creating panic in an audience, whilst giving instant warning to the appropriate members of staff. The use of a public address system with an agreed procedure may be sufficient.

9 MEANS FOR FIGHTING FIRE

- 9.1 Properly maintained means should be provided for fighting fire (eg portable fire extinguishers) which should be so placed as to be readily available for use.
- 9.2 As the most likely fire will be in ordinary combustible materials, water is normally the best agent. One extinguisher should be provided for each 200 sq m of floor area with a minimum of 2 (excepting small premises with floor area of less than 100

sq m when 1 extinguisher will be sufficient). If other risks are more prevalent (eg flammable liquids or electrical) then special extinguishers should be supplied at least at the same ratio.

10 OTHER FIRE PRECAUTIONS

SMOKING

- 10.1 As a general rule smoking should not be allowed anywhere in the structure.

GAS SAFETY

- 10.2 Compliance with the UK Gas Safety (Installation and Use) Regulations 1984, would be deemed to satisfy where general safety is concerned. In case of doubt the Guernsey Gas Light Co Ltd should be consulted.
- 10.3 Containers of liquefied petroleum gas (LPG) should be protected against unauthorised interference and accidental leakage. LPG cylinders, both full and empty, should be kept in safe positions in the open air away from other flammable materials, or where this is not reasonably practicable because of exceptional circumstances, in an adequately ventilated storeroom constructed in accordance with Health and Safety Executive Guidance Note CS 4 - 'The keeping of LPG in cylinders and similar containers' (HMSO, ISBN 0 11 883539 4). The storeroom should not be used for any purpose other than the storage of LPG cylinders. LPG cylinders in use should be sited outside the structure with their valves readily accessible in case of an emergency.
- 10.4 Cooking should preferably be carried out in a separate tent. Where, however, this cannot be done the cooking appliances should be positioned well clear of tent walls, roofs and any other combustible materials. Members of the public must not be present when cooking is carried out.
- 10.5 Flammable gas should not be used for filling balloons, whether for sale or decoration.

HEATING

- 10.6 Any heating appliance should be of an approved type and should be installed to the satisfaction of the Guernsey Gas Light Co Ltd.
- 10.7 Heating appliances not fixed in position or using naked flame should not be allowed in structures while the public are present. If used at other times, they should be under constant supervision and should be switched off or extinguished and removed to a safe place outside the structure when not in use.

GRASS, VEGETATION AND COMBUSTIBLE MATERIAL

- 10.8 All grass and vegetation around structures should be kept as short as possible and cuttings should be removed.
- 10.9 The spaces beneath and between vehicles, caravans and trailers should not be used for the storage of combustible material.
- 10.10 Grass should be cut as short as possible before the erection of tentage is commenced and the cuttings should be raked clear. In exceptionally dry weather the site should be watered before erecting the tentage.

RUBBISH DISPOSAL

- 10.11 Rubbish of all kinds should be deposited in non-combustible containers of a suitable type, and arrangements should be made for its removal at suitably frequent intervals.
- 10.12 Burning rubbish should be prohibited on site until all tents have been taken down. Where the tentage is to remain in site over a prolonged period, arrangements should be made for daily safe disposal of all combustible rubbish.
- 10.13 On large sites it may be possible to arrange burning of these materials at a safe position well removed from any tented structures.

FLAMMABLE LIQUIDS

- 10.14 Flammable liquids such as petrol (in quantities not exceeding the prescribed maximum) and diesel fuel should be kept in suitable closed containers and should be stored safely, secure against unauthorised interference. Containers should be marked clearly to indicate the contents.
- 10.15 Flammable liquids should not be stored in loose containers beneath lorries, trailers etc nor near live cables or electrical equipment. Managers may obtain advice with regard to the storage of these liquids from the Petroleum Inspector.
- 10.16 Particular care should be taken when the fuel tanks of vehicles and generator sets are being filled from cans or drums. Refilling should not take place while the engine or generator is running, and should be carried out with adequate ventilation, preferably in the open air. Generators and pumps should be secured against unauthorised access.
- 10.17 The use of flammable liquids, highly flammable materials, or naked flame as effects during performances is prohibited, unless written approval is obtained beforehand from the Chief Fire Officer.

11 ADDITIONAL PROVISIONS FOR CIRCUSES AND LIKE EVENTS INVOLVING ANIMALS

11.1 Animals are liable to panic in fire and in view of this there should be additional safeguards to ensure that the public are able to use the means of escape to reach a place of safety without being endangered by frightened animals. To this end the following measures should be taken:-

(a) the circus site should be enclosed by an acceptable barrier at a distance of not less than 6m from the perimeter of the structure ie the circus tent. The enclosing barrier should be provided with openings having an aggregate clear width at least equal to the total width of all the exits from the structure;

(b) areas through which dangerous animals pass, in tunnels or on leads should be fenced off from the public and sufficient clear space maintained so as not to prejudice the means of escape;

(c) animals should be housed and transported in suitable enclosures and all necessary measures taken to ensure that they are not a danger to the public;

(d) dangerous animals should be securely housed in cages or other enclosures. All doors should have locks with independent safety chains so that they cannot be opened inadvertently or maliciously. Warning signs alerting the public should be in conspicuous lettering and of appropriate size;

(e) the security of all cages and enclosures should be inspected regularly, at least once a day, by a person competent to do so, and no animals should be admitted to a cage or enclosure until the security of the installation has been checked;

(f) when animals in cages are open to public viewing, secure barriers at least 1m high should be erected to keep the public at a safe distance from the cages. Notices warning the public of the danger, and the need to closely supervise children, should be in conspicuous lettering and of appropriate size;

(g) when animals are housed in tents or similar structures they should be secured as necessary to ensure that in a fire situation they do not run amok. There should be sufficient attendants/keepers who can be called upon to control the animals in the event of an emergency;

(h) each cage or enclosure which is regularly assembled and dismantled (such as the tunnels to, and the cages enclosing, performing areas) should be fastened together to form a secure unit. The security if the fastening of one section to another should not depend on any single bolt or connection. When such a unit has been erected, the security of all connections and of the overall enclosure should be checked by a competent person who is experienced in the construction of such units but who has not been involved in the erection;

(i) all sections of a temporary cage or enclosure should be securely anchored to the ground to prevent animals from lifting or dislodging them;

(j) when animals are performing, the person responsible for the display should be fully trained in how to respond in a fire situation, to ensure that the public are safeguarded from the animals and are able to reach a place of safety;

(k) smoking should be prohibited in animal quarters;

(l) straw and fodder for animals, and materials of a similar nature, which are required, but are not for immediate use, should be contained in metal receptacles with properly fitting covers. Such materials should be stored in a separate enclosure which is suitably protected against interference and where smoking is prohibited;

(m) whenever wild animals are present there should be sufficient trained attendants to deal with any emergency;

(n) in no circumstances should liquefied petroleum gas (LPG) be stored near animals.

12 CAMPING SITES

SITE SELECTION AND ACCESS

12.1 The following fire safety factors should be considered by the organiser when choosing a site:-

(a) access and egress for the public, emergency vehicles and equipment;

(b) the proximity of surrounding buildings and vegetation and other risks in relation to the spread of fire;

(c) the need for a telephone (to call the Fire Brigade);

(d) availability of water for firefighting; and

(e) the slope or unevenness of the ground.

12.2 Access to hydrants and other water supplies should not be obstructed or obscured.

SPACING BETWEEN TENTS

12.3 The spacing between:-

(a) tents should not be less than 3 metres;

(b) tents and marquees should not be less than 6 metres;

(c) very large tents and marquees should not be less than 12 metres.

STRUCTURE/MEANS OF ESCAPE

- 12.4 Sections 4 and 5 should be consulted for large tents, marquees, communal tents etc.

USE OF ELECTRICITY

- 12.5 Section 7 should be consulted.

MEANS FOR FIGHTING FIRE

- 12.6 (a) At least 2 x 9 litre water extinguishers (or 6 buckets of water) should be provided for each site. The travel distance from any tent to the nearest clearly identifiable fire point should be less than 30 metres.

(b) At least

- (i) 1 x 4.5 kg dry powder extinguisher, or 1 x 9 litre foam extinguisher; and
- (ii) 1 fire blanket;

should be provided for each cookhouse.

FIRE INSTRUCTIONS

- 12.7 Communal tents, dining areas, marquees etc should be provided with written fire instructions as to the action to be taken in case of fire.

OTHER FIRE PRECAUTIONS

- 12.8 Sub-sections 11.2 to 11.16 should be observed, also 1.1 in large tents.

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