**Buckinghamshire Council - Home Safety Check**

|  |  |
| --- | --- |
| Address (inc postcode) |  |
| Main contact who lives at the property (name, email and phone number) |  |
| Contact if property is vacant |  |
| Inspecting officer |  |
| Date of inspection |  |

|  |  |
| --- | --- |
| Brief description of property | |
| Include details such as estimated age of property, number of reception/lounge rooms, kitchen & dining facilities, number of floors, garden, main type of heating (and is it on pre-payment meter) etc. Include wheelchair accessibility and if there are handrails leading up steps. | |
| Total No. Bedrooms: |  |
| No. Bedrooms available for sponsored family: |  |
| Are the bedrooms private and self contained (ie not a sofa bed in the communal lounge)? | Yes/No |
| Description of bathroom facilities: |  |
| Are there separate bathroom facilities for sponsored family? | Yes/No |
| Is there open access to kitchen facilities? (hosts should be discouraged from allowing mini stoves and cooking equipment in bedrooms due to fire risk). Description of facilities: | Yes/No |
| Tenure of property: | Owned/Private Rent/RSL |
| If rented has landlord’s approval been given and in what form? | Yes/No –  Written (seen)/written (unconfirmed) verbal |
| Is the property part of a HMO? | Yes/No |

**The following information is required to establish if there is sufficient space in the property for all occupants.**

**Current Occupants**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Name | Age | Gender | Relationship to person 1 |
| 1 |  |  |  | N/A |
| 2 |  |  |  |  |
| 3 |  |  |  |  |
| 4 |  |  |  |  |
| 5 |  |  |  |  |
| 6 |  |  |  |  |
| 7 |  |  |  |  |
| 8 |  |  |  |  |

**Sponsored family details (Ukrainians)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Name | Age | Gender | Relationship to person A |
| A |  |  |  | N/A |
| B |  |  |  |  |
| C |  |  |  |  |
| D |  |  |  |  |
| E |  |  |  |  |
| F |  |  |  |  |
| G |  |  |  |  |
| H |  |  |  |  |

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| --- | --- | --- | --- |
| Bedroom descriptor (eg FFFR) | Room size in m2 | Persons occupying (can use number or letter identifier from list above)  *(for empty rooms officer to determine max number of persons it can sleep)* | No. of beds /cots currently in room |
| 1 |  |  |  |
| 2 |  |  |  |
| 3 |  |  |  |
| 4 |  |  |  |
| 5 |  |  |  |

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| Pets – are there pets in the property? Y/N  Type & number:  Dogs/Cats – temperament, cleanliness, waste disposal: |

**General Safety Check/Advice to Sponsor** – The following section is for a basic home safety check. Points should be discussed with the occupants and may help them consider points to help them prepare for their guests. Not all points will be relevant especially if there is unlikely to be young children. Those of particular relevance to children are marked with \*

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| --- | --- | --- | --- |
| **FIRE SAFETY** | **Safe** | **Unsafe** | **Comments/ Advice given** |
| Smoke alarms compliant with BS EN 14604 are fitted and working on every level of the house. Officer to check they are working. Advise smoke alarms to be tested on a monthly basis. |  |  |  |
| Fire blanket in the kitchen. |  |  |  |
| Chimney flues have been inspected and swept within the last year (smokeless fuel) or six months (wood/coal) As outlined by **HETAS** (Heating Equipment Testing and Approvals Scheme)Date: |  |  |  |
| Escape routes are planned, appropriate and understood by household members |  |  |  |
| Keys to window locks are accessible to adults and responsible children and young people, but not other children. |  |  |  |
| \*A fireguard (BS 8423: 2010) and/or spark guard is used as appropriate on open fires and solid fuel burners. |  |  |  |
| General check of electrical installation – no over loaded sockets, frayed wires, scorched sockets |  |  |  |

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| --- | --- | --- | --- | --- |
| **FALLS & FALLING OBJECTS** | **Safe** | | **Unsafe** | **Comments/ Advice given** |
| Floors, stairs and outside spaces are well-maintained, and free of obstacles and trip hazards. |  | |  |  |
| Lighting is appropriate throughout the home. |  | |  |  |
| \*Safety gates (BS EN 1930: 2011) are competently and securely fitted at the top and bottom of stairs. |  | |  |  |
| \*Banisters are strong, with suitable gaps, not exceeding 100mm with no horizontal rails or footholds for climbing. |  | |  |  |
| \*Child resistant window restrictors are fitted, with the gap not exceeding 100mm and taking into account fire escape routes. |  | |  |  |
| Upper bunk beds have secure safety rails and ladders, and are not being used for children under the age of six. |  | |  |  |
| \*There are no blinds or curtains with cords or curtain tie backs that constitute a hazard. If any blind has a cord or chain that is looped or could form a loop, use a safety device to keep the cord or chain securely tidied away out of their reach e.g. Cord/Chain tidy’s & tensioners, Chain-break connector, Cleats. (Important in room where children sleep) |  | |  |  |
| \*Ensure no items that can easily be climbed on in front of an openable window. |  | |  |  |
| \*Ensure tall free standing furniture and TVs appropriately secured |  | |  |  |
| Shower cubicle secure |  | |  |  |
|  | | | | |
| **POISONING** | | **Safe** | **Unsafe** | **Comments/Advice Given** |
| Carbon monoxide alarms are fitted in line with manufacture’s instructions and working in rooms with a fuel -burning appliance. Date tested: | |  |  |  |
| \*Medicines are all locked away and the keys are also stored safely away from the medicine cabinet. | |  |  |  |
| Fuel-burning appliances have been serviced within the last year by a registered engineer. Date serviced: | |  |  |  |
| \*Chemicals and alcohol (ie chemicals, dishwasher tablets, alcohol, liquid nicotine etc) safely stored | |  |  |  |
| \*Are there any known poisonous plants (in garden or home) | |  |  |  |

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| --- | --- | --- | --- |
| **OUTSIDE SPACE** | **Safe** | **Unsafe** | **Comments/Advice Given** |
| Ponds, swimming pools, paddling pools and other standing water are safely covered or securely fenced. |  |  |  |
| \*Greenhouses are made of safety glass or safely fenced and in good state of repair. |  |  |  |
| \*Sheds secure and any dangerous equipment/chemicals appropriately stored |  |  |  |
| \*Outdoor play equipment is safe and securely attached, and mounted over a suitable surface. |  |  |  |
| \*Is property secure so young children can’t escape (bolts on gates etc) |  |  |  |

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| --- | --- |
| Is property a working farm? | Yes/No |
| Is there dangerous work equipment kept on site? |  |
| Are their fire arms kept on site? (if yes give details of storage) |  |

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| General Notes |
| Condition of property (good state of repair), condition of roof, warm, running hot water, clean and hygienic (esp kitchen and bathroom), evidence of pest issues. |

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| Any notes of concern that make the property potentially unsuitable. Please discuss with line manager. |
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**Information for Portal Response to Home Office:**

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| --- | --- | --- | --- |
|  | Yes | No | N/A or notes |
| Property Suitable |  |  |  |
| Property ready for guests |  |  |  |
| Pest Infestation |  |  |  |
| Roof in Good Shape |  |  |  |
| Step Free Access |  |  |  |
| Sufficient Smoke Alarms |  |  |  |
| Wheelchair Accessible |  |  |  |
| Family Friendly |  |  |  |
| Handrails Leading to Main Entrance |  |  |  |
| Listed Capacity |  |  |  |