

10. FIRE AND EMERGENCY PROCEDURE

(INCLUDING THE SUSPENSION OR REVOCATION OF THE LICENCE, IN THE CASE OF
 BREAKDOWNS FOR ESSENTIAL HEATING/COOLING SYSTEMS, OF EXTREME WEATHER CONDITIONS
 OR FOR ANY OTHER EMERGENCY)

To comply with the Animal Welfare (Licensing of Activities involving Animals) Regulations 2018, we have policies and procedures in place in case of fire or emergency. This covers procedures to protect people and animals in the event of a fire or other emergency and evacuation procedure.

1. Essential information

Keyholders	Name/ Location	Contact Number/s
1	Mr Tony Armstrong 22 Ridsdale Avenue West Denton Newcastle upon Tyne NE5 5DY	07967151657
2	Miss Dawn Blenkinsop 22 Ridsdale Avenue West Denton Newcastle upon Tyne NE5 5DY	07790637068

Emergency	Name/ Location	Contact Number/s
Fire / Ambulance	Northumberland Fire and Rescue services, Northumberland Ambulance	999
Police	Northumberland Police	999 or 101
Vet	Westway Veterinary Practice	0191 2747910
Emergency alternative Accommodation	Frankham Fell Hawthorns Kirkley Mill My Pet stop	01434674243 01912363309 01661825018 0191486208
Electricity	British Gas	03332008899
Gas	British Gas	0800111999
Water	Northumbrian Water	0800 393084

2. Evacuation plan in case of fire / emergency All staff/emergency contacts are familiar with the plan, and there is a regular emergency drill.

Action			
1	Alert All persons within household		
2	Sufficient leads and carriers available for dogs and cats on site	Location	Store Cupboard
3	Evacuation of all animals to designated fire assembly point	Location	Safe location on Ridsdale avenue
4	Close all doors (as exiting the property) and windows (if possible) once premises empty		
5	Call emergency services	Contacts	999
6	Ensure all animals/family present		
7	Contact alternative boarding premises	Contact	Owners or the nominated emergency contact will be contacted to establish an alternative person the Pet(s) can be transferred to.
8	Transport animals	Vehicle(s) to use	Service Providers Vehicle - Legal accommodation for two dogs. Additional vehicles provided by Emergency contacts, as listed.

3. Management Plan checklist

Requirement	Action
Seek advice from fire safety officer	Northumbria Fire and Rescue
Fire exits marked	Home Boarding only
Exits free from obstruction	All rooms, doorways, stairs and exit points free of obstructions
External doors lockable (key access available in emergency)	Yes
External gates lockable (key access available in emergency)	Yes
Two named external keyholders	Appointed
Fire assembly point outside premises designated	Safe Location on Ridsdale avenue
Always transport available for evacuation	Service Providers Vehicle - Legal accommodation for two dogs. Additional vehicles provided by Emergency contacts, as listed.

4. Premises checklist

Requirements	Action
Smoke Detector on each floor / level	Tested weekly
Carbon Monoxide detector	Tested weekly
Fire Extinguisher	Checked weekly
Electrical conformity	Tested every Five years certificate available