

The Fire Detection System at Royal Park Road

Each flat has an interlinked fire detection system meaning if a smoke or heat detector is activated in the flat, the sounders will sound intermittently. There is then a 5-minute window to 'Acknowledge and Reset' the alarm at the panel in the flat before the alarm will sound in every flat in the block.

The smoke detectors in bedrooms and corridor areas are sensitive, so it is important to keep fire doors closed to avoid false activations. The kitchens are fitted with heat detectors which will only detect the heat of a fire, not smoke produced by cooking. You, or your guests, should never tamper with the detectors (cover them, remove them etc) or the self-closing devices on fire doors (detach them, hang anything from them etc).

If you suspect a fault, damage or are unsure about any aspect of these instructions, then contact your Housing Management Officer for assistance.

The fire strategy is a full simultaneous evacuation, below are specific instructions depending on the situation you are in.

There are three alarm scenarios:

Checking Where the System Was Activated:

If the alarm sounds 'intermittently' within the flat:

- Check for a fire within your flat. Do not open a door if you suspect there may be a fire behind it. Touch the door to see if it is warm, but leave the door closed.
- If you are sure the activation is due to a false alarm, refer to the information below to reset the panel.

If the alarm sounds 'constantly' within the flat:

- If the constant ringing is confirmed as a false activation, it could be the result of not resetting the 'Flat Fire Alarm Control Unit' within 5 minutes or the activation of a red manual break glass box.
- At this stage, in the event of a false alarm, you will NOT be able to reset the alarm from within your flat. Go to the main fire alarm panel located at the foot of the Block 15 staircase and refer to the information below to reset the main panel.

Please note the fire alarms are tested every Wednesday by Unipol, so you will hear the alarms sound briefly each Wednesday during testing.



In the event of a Fire:

- If you discover a fire activate the manual break glass point, leave the flat and call the fire service on 999: state the address as Royal Park Flats, LS6 1JJ.
- The constant sounding alarm means that there is a fire in the building (either within a flat or in the communal stairwell), and you should evacuate using the fire protected route from the building.



To Silence the Alarms and Reset the System:

To silence and reset the 'intermittent alarm' at the panel inside the flat:

1. The alarm can be silenced by pressing the 'Acknowledge Alarm' button
2. Press the 'Reset Alarm' button to reset the alarm.

Main panel in Block 15: to silence and reset the 'constant alarm' in the event of a false alarm:

1. The alarm can be silenced by pressing the 'Silence Alarm' button.
2. The alarm can be reset by pressing the 'Reset' button.
3. Note: you will not be able to reset the system if a call point has been activated. This will have to be done by Unipol and a charge will be made if falsely activated.
4. If the alarm sounds again it may be that the smoke from a false alarm has not cleared yet. Clear the smoke by opening a window the repeat steps 1 and 2.

If the alarm will still not silence contact Unipol on 0113 243 0169 or 0113 244 3799 (out of hours 5pm – 9am)



Fire Assembly Point:

Fire Assembly Point: Exit the development cross Royal Park Road with care and assemble by Sainsbury's. Evacuations notices display a map on final exit. Do not re-enter the building until you are advised that it is safe to do so.



**IF YOU ARE UNCERTAIN WHETHER THERE IS A FIRE, DON'T TAKE ANY RISKS.
CALL 999 FOR THE FIRE SERVICE IMMEDIATELY.**