

# FIRE DOOR SAFETY GUIDE



Fire door  
keep shut

---

The safety of our customers continues to be Blackpool Coastal Housing's (BCH) main priority. This booklet has been developed to provide you with information on the Fire Doors located within the communal areas of your building.

Fire doors are one of the most important fire safety measures installed in your building. When used correctly, they will delay the spread of fire and smoke whilst emergency services are responding to your building.

---

**A copy of this document can be provided  
in an accessible format upon request.**

## WHAT DO FIRE DOORS DO?

Fire doors create a barrier from fire and toxic cold smoke and prevent it from travelling around a building, keeping the damage to a small area, allowing for evacuation, stay put and safe access for the emergency services.

## WHERE WILL I SEE FIRE DOORS IN MY BUILDING?

Fire and smoke control doors can be found on the stairwells, the corridors and on the flat front doors. They also protect areas where there's a risk of combustion, such as bin storage or mains electricity service cupboard. On some occasions, fire doors will be found inside flats, but this depends on the specific design and layout of the individual flat.

## HOW DO I KNOW IT'S A FIRE DOOR?

Fire doors in common areas of the building (corridors, stairwells & service rooms) will have blue signage on the door. Flat front door and those inside individual flats do not require signage.

## WHO'S RESPONSIBLE FOR INSPECTING & MAINTAINING FIRE DOORS IN MY BUILDING?

BCH has legal responsibility for the fire doors in the common areas of the building. A BCH representative will regularly complete inspections of all Fire Doors. This includes your flat front door if you are a tenant as it faces onto the critical Means of Escape route. It's vital that it works properly when a fire breaks out, so it's important that your flat front door is a fire door, it is fit for purpose and can be regularly inspected and maintained.

If you are a leasehold tenant, you should examine the details of your lease contract and consult your landlord. You may find that you have responsibility to ensure that a suitable fire rated door with all of its compatible components is fitted.

## DO ALL FIRE DOORS HAVE SMOKE SEALS?

The majority of fire doors, especially those on flat front doors, corridors and on stairwells will have cold smoke seals. You can see these seals because they are either separate from, or combined with, the intumescent seal; they look like a brush or a plastic fin.

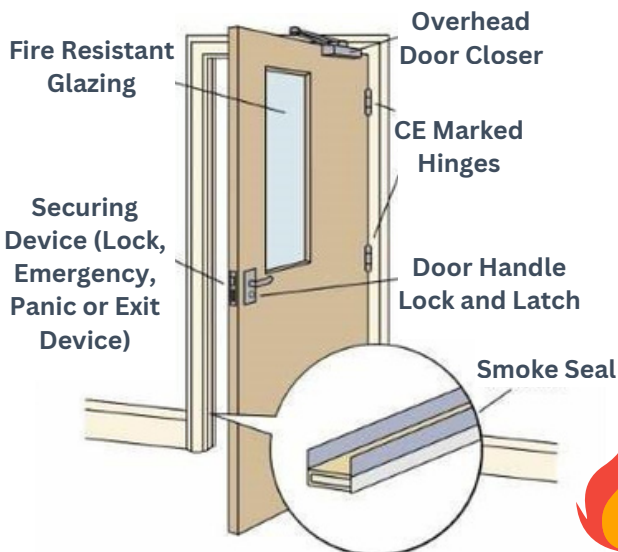
They are located in the door edge or the frame and they should completely fill the perimeter gap between the door and the frame when the door is closed.

## DO ALL FIRE DOORS HAVE DOOR CLOSERS?

All fire doors in common areas and flat front doors must have appropriate fire rated door closers fitted. These closers must be adjusted correctly to ensure the opening and closing forces are correct and that the door can be operated easily.

Door closers on flat front doors will only be fitted to the interior side of the door to prevent vandalism and to allow for the door to be correctly adjusted when the closer is fitted.

In order for a Fire Door to work properly, all the components play a critical role in fire performance:



**1 SMALL CHANGE =  
1 BIG IMPACT ON  
FIRE PERFORMANCE**

**DO NOT WEDGE OPEN  
ANY FIRE DOORS OR  
DAMAGE/  
DISCONNECT SAFETY  
DEVICES THAT ARE  
FITTED TO THE DOOR  
TO PROTECT YOU,  
OTHER RESIDENTS  
AND VISITORS.**



## BASIC FIRE DOOR CHECKS

Although it is BCH's responsibility to inspect and maintain your Fire Doors, there are a number of visual checks you can do to ensure your fire door continues to work correctly:

- **Does the door close correctly into the frame?**
- **Are the seals in position in the door or the frame and are they in good condition?**
- **Do the door closers work correctly?**
- **Are the gaps around the door less than 4mm? (a pound coin inserted into the gap is a good gauge for this as they are 3mm in thickness).**
- **Are the door hinges in good working order with no sign of damage or missing screws?**

Additionally, for leaseholders:

- **Does your door have a label or coloured plug on the top or the side of the door confirming the door is a Fire Door?**

**SHOULD YOU FIND ANY DEFECTS WHILST COMPLETING THESE CHECKS, OR IF YOU SEE DAMAGE TO A FIRE DOOR IN ANOTHER PART OF YOUR BUILDING, PLEASE REPORT THIS IMMEDIATELY TO BCH REPAIRS ON 01253 477900 (SELECT OPTION 2) OR 0800 073 0184.**

**Blackpool Coastal Housing. Head Office, Coastal House  
17-19 Abingdon Street, Blackpool, FY1 1DG**

**T: 01253 477900 (Option 2)**

**E: [repairs@bch.co.uk](mailto:repairs@bch.co.uk)**

**W: [www.bch.co.uk](http://www.bch.co.uk)**