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Bathgate CIS Office
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Bathgate EH48 ITS
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Blackburn CIS Office
The Mill Centre
Blackburn EH47 7LG
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Broxburn CIS Office
Strathbrock Partnership Centre
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Fauldhouse CIS Office
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Linlithgow CIS Office
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Livingston CIS Office
The Ability Centre, Carmondean
Livingston EH54 8PT
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West Calder CIS Office
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West Lothian
Connected
CIS Office
Livingston - Almondvale Centre
Livingston EH54 6NB



Housing
Repairs



Housing
Service



Tenant
Participation

Smoke Alarms



Customers with Special Requirements:

Text phones offer the opportunity for people with hearing impairment to access the council.

The Text Phone number is 01506 651115.

A loop system is also available in all local offices.

www.westlothian.gov.uk/housing

Information is available in Braille, tape, large print and community languages. Please contact the Interpretation and Translation Service on 0131 242 8181.

هذه المعلومات متوفرة بلغة بريل وعلى شريط وبخط كبير وبلغات الجالية.
الرجاء الإتصال بخدمة الترجمة على الهاتف 0131 242 8181

এই তথ্য আপনি ব্রেইল, টেপ, বড় অক্ষরে এবং কমিউনিটির বিভিন্ন ভাষাগুলিতেও পাবেন। অনুগ্রহ করে ইন্টারপ্রেটেশন অ্যান্ড ট্রান্সলেশন সার্ভিসের সঙ্গে যোগাযোগ করুন। টেলিঃ 0131 242 8181

這份資料是可以凸字、錄音帶、大字印刷及社區語言的式本提供。請聯絡傳譯及翻譯服務部，電話：0131 242 8181

ਇਹ ਜਾਣਕਾਰੀ (ਬ੍ਰੇਲ) ਨਿਕੋਰੀਨ ਦੇ ਪੜ੍ਹਣ ਵਾਲੀ ਲਿਪੀ, ਟੇਪ, ਵੱਡੇ ਖਿੱਚ ਅਤੇ ਸਮਾਜ ਦੀਆਂ ਹੋਰ ਭਾਸ਼ਾਵਾਂ ਵਿਚ ਉਪਲਬਧ ਹੈ। ਕ੍ਰਿਪਾ ਕਰਕੇ ਇੰਟਰਪ੍ਰੀਟੇਸ਼ਨ ਅਤੇ ਟਰਾਂਸਲੇਸ਼ਨ ਸਰਵਿਸ ਨੂੰ ਇਸ ਨੰਬਰ ਤੇ ਸੰਪਰਕ ਕਰੋ: 0131 242 8181

یہ معلومات بریل (اندھوں کے رسم الخط)، ٹیپ، بڑے حروف کی طبعات اور کمیونٹی میں بولی جانے والی زبانوں میں دستیاب ہے۔ براہ مہربانی انٹرنیٹ پر اینڈ ٹرانسلیٹنگ سروس سے ٹیلیفون نمبر 0131 242 8181 پر رابطہ قائم کریں۔

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What does my smoke alarm do?

Your smoke detector is designed to sense smoke that comes into its sensing chamber. It does not sense gas, heat or flames. The smoke detector is designed to give early warning of developing fires.

The detector monitors the air. When it senses smoke, it sounds its built-in alarm horn. It can provide precious time for you and your family to escape before a fire spreads.

How do I know if the detector is working properly?

Your smoke detector has been designed to be as maintenance-free as possible.

To keep your detector in good working order, you must:

Test the detector weekly, by pushing firmly on the test button until the horn sounds. This should take ten seconds. If the alarm makes a continuous loud sound for up to ten seconds, the detector is working properly. Never use an open flame of any kind to test your detector. You may set fire to and damage the detector. The built-in test switch accurately tests all detector functions.

Who should look after and maintain my smoke alarm?

The Council has a maintenance agreement to maintain your alarm.

We will repair your smoke alarm if it is found to be faulty. If you feel your smoke alarm is not functioning correctly then contact your local Area Housing Officer at the offices overleaf.

What should I do if my alarm goes off for no apparent reason?

The alarm could be caused by a nuisance situation. Cooking smoke can cause the alarm to sound. If this happens open a window or fan the air to remove the smoke. The alarm will turn itself off as soon as the air is completely clear.

Do not remove the battery or disconnect the power. If the alarm is still sounding you should phone your local Housing Office or Emergency Repairs Service (Emergency Repairs Service after normal working hours)

What else can I do to make my family safe from fires?

Putting up smoke detectors is only one step in protecting your family from fires. You must also reduce the chances that fires will start in your home.

- Use smoking materials properly. Never smoke in bed.
- Keep matches and cigarette lighters away from children.
- Store flammable materials in proper containers. Never use them near open fires or sparks.

- Keep electrical appliances in good condition. Do not overload electrical circuits.
- Keep portable heaters and open flames away from combustible materials.
- Do not allow rubbish to accumulate.
- Explain to children what the smoke detector alarm signal means. Teach them that they must be prepared to leave the house by themselves if necessary.
- Decide on a meeting place a safe distance from your home. Make sure that all your children understand that they should go and wait for you there if there is a fire.
- Hold fire drills at least every 6 months to make sure that everyone, even small children, knows what to do to escape safely.
- Know where to go to call the Fire Brigade from outside your home.

What should I do if my alarm goes off for real?

If you have made a family escape plan and practised it with your family, you have increased their chances of escaping safely. Go over the following rules with your children each time you have fire drills, this will help everyone remember them in case of a real fire emergency.

- **Don't panic. Stay calm. Your safe escape may depend on thinking clearly and remembering what you have practised.**
- **Get out of the house as quickly as possible. Do not stop to collect anything or get dressed.**
- **Feel the doors to see if they are hot. If they are not, open them carefully. Do not open a door if it is hot. Use an alternative escape route.**
- **Stay close to the floor.**
- **Cover your nose and mouth with a cloth (wet if possible). Take short, shallow breaths.**
- **Keep doors and windows closed. Open them only if you have to in order to escape.**
- **Call the Fire Brigade as soon as possible from outside your home.**

Develop
a family escape
plan

and
Practise it
with your family.

Be sure to
include

Small
Children
in your
practise.