

SAFETY

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Safety

GENERAL SAFETY ADVICE

Ensure you and your family know the locations of all means of escape emergency exits. (Refer to the layout drawing in the technical section of this handbook for your model).

Go over the rules in the 'what to do in case of fire' section with your children and other occupants each time you have fire drills. This will help everyone remember them in case of a real emergency.

Keep a torch handy for emergencies.

Never use a naked flame.

Position a fire blanket next to the cooker

Never leave pans of oil or fat unattended.

Combustible materials should be kept clear of all heating and cooking appliances

Never use portable gas heaters or appliances.

Do not leave young children unattended in the holiday home.

Keep matches out of reach of children

Turn off all appliances and the gas bottles if leaving the holiday home unattended for long periods.

Always be aware that a fire can re-ignite, even if you think it is extinguished.

Never allow modifications to appliances, electrical and LPG systems except by a qualified person.

WARNING: Never use portable cooking or heating equipment other than electric heaters that are not of the direct radiant type, as it is a fire and asphyxiation hazard.

WARNING: Appliances such as cookers must not be used for heating.

WARNING: Provide one dry powder fire extinguisher of an approved type or complying with EN3 or ISO 7165, of at least 1kg capacity, by the main exterior door and a fire blanket next to the cooker. Familiarise yourself with the instructions on your fire extinguisher and the local fire precaution arrangements.

WARNING FIRE HAZARD: DO NOT USE THE VOID OF THE CHIMNEY BREAST FOR STORAGE THIS AREA MUST BE CLEAR AT ALL TIMES

FIRE PRECAUTIONS

Important: Your attention is drawn to the notice affixed inside the holiday home advising on fire precaution, ventilation and what to do in case of fire.

WHAT TO DO IN CASE OF FIRE:

- If you have made a family escape plan and practiced 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 emergency.
- Don't panic, stay calm. Your safe escape may depend on thinking clearly and remembering what you have practiced.
- Notify every member in the residence of the fire.
- Get out of the caravan as quickly as possible. Follow a planned escape route. Do not stop to collect anything or to get dressed.
- Feel the doors to see if they are hot. If they are hot, do not open them - use an alternative escape route.
- Stay close to the floor. Smoke and hot gases rise.

- 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.
- Meet at your planned meeting place after leaving the caravan. Carry out a head count.
- Call the Fire brigade on 999 from outside your caravan. If possible use a mobile phone or call box .
- Give the address and your name.
- Turn off the gas supply valve and remove the cylinders if it is safe to do so.
- If connected to the mains electrical supply, disconnect or switch off at the pitch supply point.
- Do not use water on fat or electrical appliances.
- Never go back inside the caravan until a member of the fire service has told you it is safe to do so.

DO NOT attempt to repair your smoke alarm doing so will invalidate your warranty.

FIRE EXTINGUISHER

It is recommended that a 1kg (2lb) minimum capacity dry powder fire extinguisher is kept inside your holiday home at all times.

When using a dry powder extinguisher it is suggested that the holiday home be evacuated until the powder has settled, to avoid inhalation.

Always aim the fire extinguisher at the base of the fire not at the flames.

Never use a powder extinguisher on a pan of fat or oil, only use a fire blanket on pan fires.

CHILDREN

Do not leave children alone in the caravan in any event. Keep potentially dangerous items out of reach, as at home eg. matches, drugs, etc.

SMOKE + CO ALARMS

Please read the user instructions provided with your caravan holiday home.

WARNING

These are safety devices provided for your protection. Please ensure that they are maintained and working correctly by following the user instructions.

The devices require regular testing and cleaning. See user instructions.

The batteries require replacing on units with replaceable batteries, or the whole unit replacing on sealed units, as soon as the low battery warning signal is activated. See user instructions.

Safety

EMERGENCY SHUT OFF POINTS

GAS

Isolation shut off valve for each appliance:

- **Hob/Oven/Grill:** Behind the plinth at the bottom of the oven housing.
- **Central Heating Combination Boiler:** Directly beneath the boiler.
- **Gas Space Heater:** Inside the removable hatch positioned in the side of the chimney breast

WATER

- **Exterior:** At the main feed pipe stopcock for the holiday home.
- **Interior:** At the stopcock under the floor.

ELECTRICITY

- **Exterior:** Park supply box for you holiday home.

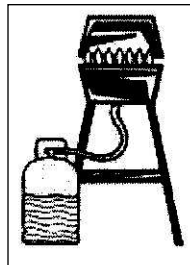
- **Interior:** At the electrical consumer unit, usually situated in the twin bedroom wardrobe.

SAFE USE OF LPG

USING CYLINDERS

What happens inside the cylinder

Color gas cylinders are specifically manufactured to store Liquefied Petroleum Gas (LPG for short) in its liquid state. The liquid turns to gas very easily and the gas fills the space above the liquid. As gas is drawn off in use, more liquid turns to gas to replace it. An external regulator connected to the supply line between the cylinder and appliance keeps the pressure of the gas constant to the appliance as the cylinder empties until there is no liquid left to turn to gas.



The Regulator

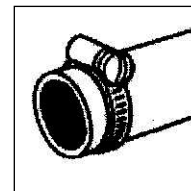
Except for appliances fitted with a flow controller, a suitably rated regulator of a minimum of at least 3.5kg per hour, must be

included in the connection between the cylinder and the appliance. The regulator is precisely set to control the pressure of the supply and **MUST NOT BE ADJUSTED.**

Replace after 5 years of life, or when not working properly.

Flexible Hoses

Use only marked and certified hoses to BS EN 1763 or BS3212 and which bear the year and name of the manufacturer and clips as LPG attacks and erodes natural rubber. Keep hose lengths as short as possible and less than 2 meters in length. All flexible hoses must be secured with proper hose clips. Make sure that the hoses are kept clear of 'hot spots' and inspect them from time to time. Replace any hose that shows signs of wear or damage.



Do's and Don'ts

- **Do** treat a cylinder with care to ensure that the valve is not damaged. A damaged valve could result in a leak.
- **Do** use a cylinder upright. If used horizontally liquid gas could get into the supply pipes with serious consequences.

- **Don't** attempt to disconnect a regulator from a switch-on valve (15kg and 7kg cylinders) if the flame does not go out when the regulator switch is turned off. Leave the appliance alight and call your Gas Supplier or Park Manager. • **Don't** subject a cylinder to heat, because the pressure inside the cylinder could build up to a point beyond the designed safety limit.
- **Don't** store or use cylinders below ground level, because LPG is heavier than air. If there is a leak, the gas will collect at low level and become dangerous in the presence of flame or a spark.
- **Don't** store or use propane cylinders (red) indoors, because propane is contained under higher pressure and should only be kept outdoors.

THE GAS SYSTEM

Your Gas System will have been connected and commissioned by a registered Gas Safe engineer engaged by your Park or Siting Agent.

Use only propane LPG at a pressure of 37mbar.

Never use appliances with a different working pressure.

Propane remains fully operational down to temperatures as low as -43 degrees. There are a variety of sizes and shapes of cylinders in which the gasses are stored. Consult your park owner who will advise you on the amount of gas needed based upon your holiday home specification and your particular family or individual requirements.

Gas Regulators

Gas cannot be supplied from a bottle without some sort of gas regulation. The connection must be by high pressure flexible hose which shall be as short as possible. The gas regulator supplies gas to the gas appliance at a constant pressure independent of gas flow.

Ensure the regulator is of the correct pressure rating for the gas appliances in your holiday home. Your dealer or gas supplier will advise you of the type of regulator required.

Regulators should be kept clean and dry and changed approximately every 5 years or earlier if not working properly.

THE REGULATOR CAPACITY SHOULD HAVE A MINIMUM RATING OF 3.5KG PER HOUR WITH A WORKING PRESSURE OF 37 Mbar. NEVER USE APPLIANCES WITH A DIFFERENT WORKING PRESSURE

Safety

Gas Inlet

The inlet connection is the beginning of the holiday home's gas system. It will be found at the rear of the holiday home.

Cylinders

A gas cylinder must always be operated standing on its base. A cylinder on its side could allow liquid gas into the supply pipes with very serious consequences. Never apply heat to a cylinder; this could cause a build up of pressure beyond the design limit. Treat the cylinder with care as a damaged valve could result in a leak.

GAS SAFETY

- LPG is a heavy gas and therefore sinks to the lowest point.
- If there is insufficient ventilation a spark could result in an explosion.
- Do not store or use propane cylinders indoors, it is contained under high pressure and should only be kept outdoors and never stored below ground level.
- LPG is odourless so the manufacturers add the distinctive smell to act as a warning if a fault should occur.
- If you suspect a gas leak, extinguish all flames, turn off the gas at the bottle and ventilate the holiday home by opening doors, windows, and cupboards. Do not

operate fans, lights or other electrical apparatus. Get outside for a few minutes and consult your park operator.

- It is vitally important that you read all instructions and labels before using any appliance and keep them handy for future reference.

IF IN DOUBT ASK.

Do not place clothes or any other combustible material on, over or near any gas appliances, such as fires, cookers or water heaters. Apart from the fire hazard, their presence could affect the appliance and negate any guarantee.

Do not use appliances in any way other than their intended use. Cookers are for cooking NOT heating.

ALWAYS REMEMBER - Gas appliances that are designed, installed and used correctly, regularly serviced and properly ventilated and flued are completely safe

WARNING:- FIRE HAZARD

Never use portable cooking or heating equipment inside your holiday home, other than electrical heaters that are not a direct radiant.

GAS

- Always use a Gas Safe registered gas fitter for any work or modification to your gas system or appliances.
- Make sure that heating, cooking appliances and gas cylinders are switched off before you leave the holiday home.
- Make sure that there are no naked lights when changing the gas cylinder.
- Make regular checks of the flexible gas hose.
- Never look for a gas leak with a match or cigarette lighter. If you suspect a leak, call in a Gas Safe registered fitter who will use a safe and appropriate method of locating and repairing the leak.
- Keep everything clean, particularly the gas jets within each appliance. When not in use, keep the gas inlet protected.
- Never use additional independent gas appliances inside the holiday home
- The flue installation for all appliances should be inspected at least once a year, throughout its length, for corrosion. If any sign of corrosion is found it must be replaced immediately with the correct type and by a registered fitter. To inspect the gas flue, the engineer will remove the self tapping screws which hold the inspection panel(s) at high and/or low level.

CARBON MONOXIDE - THE FACTS

- When gas does not burn properly, poisonous carbon monoxide fumes may be produced.
- You cannot see or smell carbon monoxide fumes. They are invisible, odourless, colourless and tasteless.
- Fumes from partially burnt gas kill more people than fires and explosions from unburnt gas.
- Faulty gas appliances, poor ventilation and incorrect flues may produce carbon monoxide.
- The danger signs on gas appliances are stains, deposits of soot and excessively yellow or orange flames
- Carbon monoxide can cause drowsiness, dizziness, headaches, watering eyes, chest pains or palpitations, sickness, stomach pains or diarrhoea. Unfortunately, these are vague symptoms produced by many other causes such as influenza and food poisoning.
- You should seek medical advice if you persistently suffer from any of the symptoms listed above after being in a room where any gas burning appliance is in use, and of course have your gas installation checked by a competent installer.

- **Remember, gas appliances which are designed, installed and used correctly, regularly serviced, and properly ventilated and flued are completely safe.**

SAFE USE OF ELECTRICITY

- Always use an NICEIC registered electrician for any work or modification to your electrical system or appliances.
 - Ensure that you understand the working of all electrical switches in your holiday home.
 - Regularly check that all electrical cable terminal connections are firm and secure. Check exposed cables for wear and damage.
 - Keep spare appliance fuses handy.
- “Remember don’t touch if you don’t understand it,”**
- Always seek advice from your park manager or a qualified electrician.
 - As a general rule, all cables run vertically to the ceiling from the visible point of termination. However, you should always check with a cable finder before drilling, screwing, nailing etc.
- Please pay particular attention to this on a partition wall where there is an electrical termination point on the other side.

WIRING

The maximum current rating of your holiday home is dependant on whether the holiday home is fitted with gas and mains electric powered appliances, or mains electric powered appliances only. The maximum is usually shown as the rating of the RCD (Residual Current Device) in the consumer unit, typically 40amp or 80amp.

Further to this, the electrical supply to your holiday home may be restricted, and please check with your park manager before using additional appliances within the holiday home. In case of doubt consult the park owner or his agent.

Within the holiday home the socket outlets are wired in radial circuits using 1.5mm 3 core flexi cable, lighting is wired in radial circuits using 1.0mm 3 core flexi cable, and appliances are wired in 2.5mm flexi cable.

The Residual Current Circuit Breaker (RCCB) or Residual Current Device (RCD) serves as the main switch for your holiday home. It is also the main emergency shut off switch for your holiday home. It is a safety device designed to protect you from the possibility of shocks that could arise from a faulty power pack supply, faulty appliance or a fault on the holiday home causing the current to run to earth.

Safety

The RCD has been factory tested for correct operation. The RCD should be tested each time you switch on the mains supply and/or every month.

- With the supply connected, switch RCD to ON.
- Press test button marked 'T'.

Unit should now 'trip off'. If so, reset the system by switching on again. If the unit does not 'trip off' do not use the mains supply until the fault is corrected – consult your park owner or qualified electrician. If the unit 'trips off', other than during test, again do not attempt to use the mains supply – there is a fault which needs expert attention. In case of difficulty consult an approved electrical installation contractor. It is dangerous to attempt modifications and additions yourself. Preferably not less than once a year, the electrical installation should be inspected and tested and a report on its condition obtained as prescribed in the Regulations for Electrical Installations, published by the Institute of Electrical Engineers.

MAINS ELECTRICITY AND FAULT FINDING

Symptom:

No mains electric working in the holiday home.

- Is the RCD and miniature electric circuit breakers (MCB) switched on?
- Is the holiday home connected to park supply?
- Park supply switched on?

Symptom:

The RCD or MCBs trip out after the holiday home is switched on at the park supply.

- Disconnect appliances in holiday home and reset MCBs.



Symptom:

If the RCD and/or MCBs still trip out.

- There is a fault on the electrical circuit or the circuit is overloaded. Consult your park owner or qualified electrician before using mains supply.

Symptom:

The RCD or MCBs do not trip when tested.

- There is a fault on the electrical circuit. Do not use the mains supply until the fault is corrected. Consult your park owner or qualified electrician.

BULBS

It is important to fit the correct wattage lighting bulbs. The maximum bulb size can be found on the light fitting or lamp holder.

COOKING

GAS OVEN / GRILL / HOB

WARNING: Accessible parts may be hot when the oven, grill or hob is used. Remember, it is dangerous to use an appliance without reading the manufacturer's instructions.

Cooking Equipment - Be Safe Not Sorry

- When you are cooking, keep children away from the vicinity of the appliance.
- Keep all flammable materials (such as curtains, furnishings and tea towels) away from the appliances.
- Do not allow fat to build up in a grill pan, this creates a fire hazard.

- Do not use the oven with the door inner glass panel removed (glass oven doors only).
- Parts of the appliance may be hot during or immediately after use.
- Allow sufficient time for appliance to cool after switching off.
- Do not drape tea towels over flue vents as this creates a fire hazard.
- Be careful when opening the oven door as steam may escape from the cooking.
- Using aluminium foil on the hob or to cover the grill pan, or placing items wrapped in foil under the grill can create a fire hazard.
- Use oven gloves when removing hot food utensils from the oven or grill.
- Do not use foil to line oven shelves or grill pan, or allow it to block the oven flue, as this creates a fire hazard and hinders circulation
- When cooking heavy items, e.g. turkeys do not pull the oven shelf out with the item still on the shelf.
- If the cooker has a storage compartment below the oven, this should only be used to store oven furniture.
- Do not store any flammable materials in this compartment.
- When cooking with fat or oil, never leave unattended.
- Turn pan handles inward so they are out of reach of children and cannot be caught accidentally.
- Use pans with a flat base of minimum 100mm/4ins diameter, and a maximum 230mm/9ins diameter which are stable in use.
- Avoid using double pans, any old miss-shapen pans or any pan that is unstable when placed on a flat surface.
- Position pans over the centre of the burners.
- Glass hob lids may shatter when heated, turn off all burners and allow to cool before lowering.
- Never use the appliance for heating a room. When you have finished cooking check that all controls are in the off position.

VENTILATION

Your holiday home complies with BS EN 721. The ventilation points on your holiday home are fixed points of ventilation which are required by the European Standards.

All holiday homes have ventilation at high level and low level which have been calculated to suit the individual needs of your holiday home.

All high level ventilation is achieved by means of roof ventilators. Low level ventilation in the main living area is positioned underneath a unit in the kitchen area venting directly into the living area. Low level bedroom ventilation is positioned in the sides of the fitted wardrobes at floor level or under the bed. These round vents can be removed for cleaning if required by removing the two fixing screws.

It is advised that fixed ventilation points are checked and cleaned (if necessary) on a regular basis using a small brush and a domestic vacuum cleaner.

Additional night time ventilation is obtained by releasing the window catches and placing them in the second groove.

Note the windows are not sealed from rain in this position.

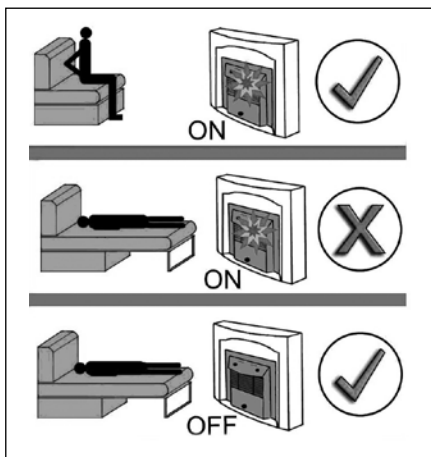
As the ventilation levels are calculated to suit each model requirements, there should be no modifications made which may result in reduced ventilation levels.

Safety

For approximate locations refer to the holiday home drawing in the technical section of the handbook.

WARNING: Under no circumstances must any ventilator be blocked or obstructed even partially.

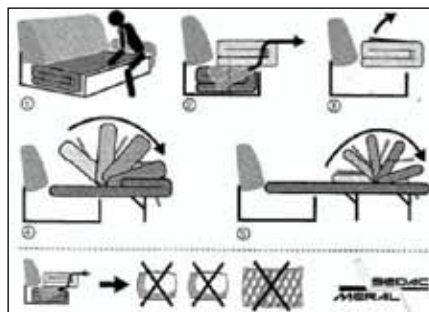
WARNING: Care must be taken when using a Pull-out bed in close proximity to the space heater



PULL OUT BED

Take care when unfolding the bed as some components are spring loaded to assist the bed unfolding.

- Remove the cushions from the seat and lift up the seat base and store safely to one side.
- Unfold the bed by lifting the front edge of the bed. See diagram below.
- Unfold the bed ensuring that the legs are fully pulled out.
- Remove all bedding except for the mattress when folding the bed away.



BUNK BEDS

WARNING: Use upper bunks for sleeping only, with the provided protection against fall out in position

WARNING: Care shall be taken against the risk of fall out when the upper bunks are in use by children especially under 6 years of age, these bunks are not suitable for use by infants without supervision.

WARNING: Bunks are designed to carry a child to a maximum of 70kg (11 stone).

TO LOWER THE BUNK

- Release the catch at the top right hand side of the bunk.
- Pull the bunk down to the horizontal position.
- Engage the catch behind the lower catch plate to prevent the bunk from lifting by itself.
- Lift the safety protection board and unfold the left hand end to provide full length fallout protection.
- Clip the ladder to the retainers on the fascia of the bunk.
- To fold up the bunk, reverse these instructions.