

# Door Safety Risk Assessment Guide & Survey Form

Eradicating Door Finger Trapping Risk Areas & Fire Door Misuse



If you require any assistance with your DIY risk assessment survey call the **Safety Assured Advice Line on 0870 060 1715**  
Importantly you could use our certified survey and fitting service which is supplied at cost and therefore is not a profit making service.

## Where are the door finger trapping danger zones?

### Hinge Cavity (HC)

The area inside the hinge is the most hazardous zone. The large exposed cavity combined with the enormous pressure exerted by the door closing [a guillotine effect of 32,000lbs psi] is where most common finger trapping accidents occur with the most severe injuries. This area of the door should be protected in all cases except those mentioned below.

### Hinge Pin side (HP)

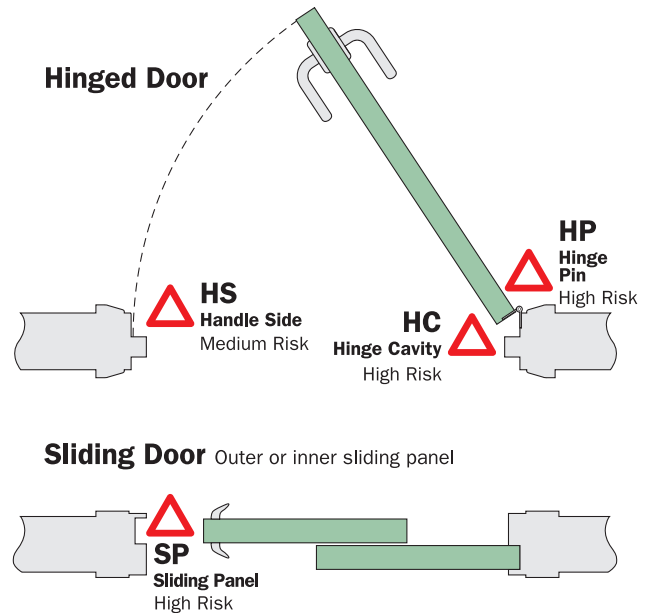
Although a smaller gap than the hinge cavity side, the Hinge Pin side should be protected where there is easy access.

### Handle Side (HS)

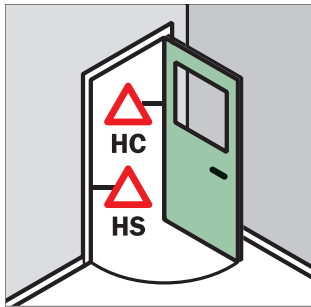
Accidents can occur on the handle side where the door meets the frame. This can happen when the door closes too fast or a draft takes hold of the door and it slams shut.

### Sliding Panel (SP)

The area where a sliding door edge meets the frame is a hazard and should be protected in all cases.

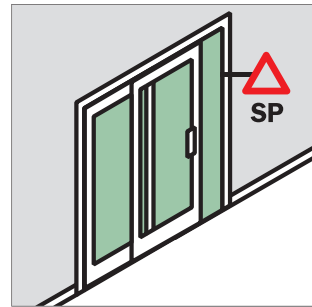


## Which risk areas to protect?



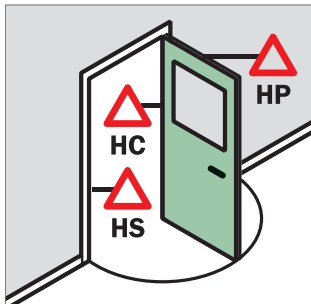
**Door with opening restricted to 90° by wall, furniture or door stop.**

- High Risk (Essential) Hinge Cavity (HC)
- Medium Risk (Discretionary\*) Handle Side (HS)



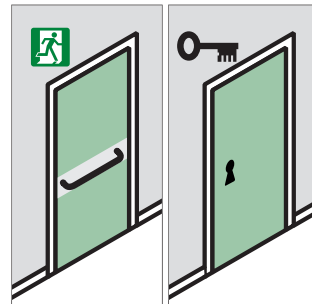
**Sliding doors. Outer or inner sliding panel.**

- High Risk (Essential) Slide Panel (SP) both sides of each door



**Door with opening unrestricted up to 180°.**

- High Risk (Essential) Hinge Cavity (HC) Hinge Pin side (HP)
- Medium Risk (Discretionary\*) Handle Side (HS)



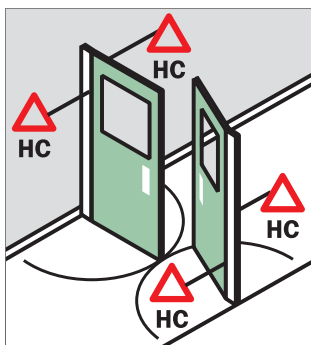
**Fire exit door – kept closed**  
(Only opened in event of an emergency).

- Low risk

**Cupboard door – kept locked at all times.**

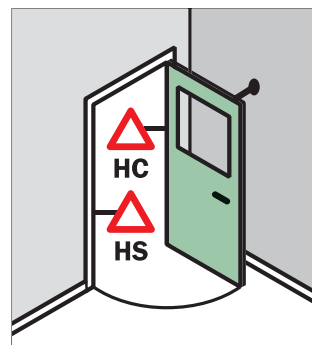
- Low risk

Not essential to fit door safety device



**Pivot hinge doors with opening unrestricted up to 180° (Typically corridor doors).**

- High Risk (Essential) Hinge Cavity (HC) both sides of each door



**Doors constantly held open on an automatic door release system.**

- Medium Risk (Discretionary\*) Hinge Cavity (HC) Hinge Pin side (HP)

Apply the same principle shown in the examples above to glass and toilet cubicle doors.

\*Based on usage.

# Which product to order

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## Which product to order?

### Hinge Cavity (HC) Finger Protector®

#### Check the door type

There are two basic Finger Protector® hinge cavity products for:

#### Standard Doors (HC)

Conventional doors with standard butt, rising butt or pivot hinges, including glass.

#### Non Standard Doors (HC-N)

All other non standard door and frame types including PVCu, Crittall, steel, glass, aluminium, non-standard pivot hinge, bi-folding doors etc.

#### Check the door size

Most doors can be protected with a single Finger Protector® Hinge Cavity (HC) shield section, however the unique (patent) piggy-back design allows the shield section to be extended safely to fit any door size.

Open the door as far as it will go to measure the door thickness and determine the maximum opening angle. Use the table below to see if the shield section needs to be extended. If you prefer you can restrict the door opening angle with a door stop etc. as an alternative to extending the shield.

Standard Door thickness	Maximum door opening angle		
	up to 90°	up to 135°	up to 180°
up to 33mm	1 shield	1 shield	1 shield
up to 45mm	1 shield	1 shield	2 shields extended
up to 60mm	1 shield	2 shields extended	2 shields extended
up to 100mm	2 shields extended	3 shields* extended	3 shields* extended



This guide is for standard butt hinged doors as shown in the diagram.

\*Please note that 3 shield combinations are very rare. Ask our advice when ordering this item.

### Hinge Pin (HP) Finger Protector®

The Hinge Pin side (HP) Finger Protector® is supplied in one size to fit all hinged doors – except large parliament hinges etc. These however can be shielded, call for advice.

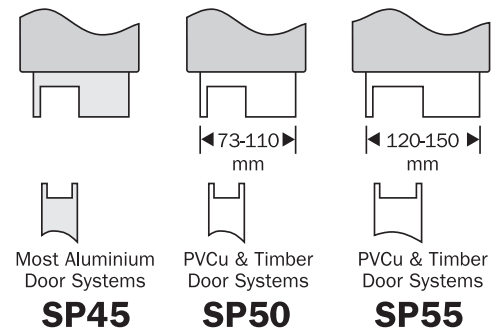
### Slam Stop™ Handle Side (HS) Finger Protector®

The safest device available to protect fingers from a slamming door whilst allowing the door to fully close. Alternative products that block full door closure are a hazard in the event of a fire. The Slam Stop™ Handle Side (HS) system is supplied in one size to fit nursery/domestic doors and doors not using a door closer.

### Slide Safe™ Sliding Panel (SP) Finger Protector®

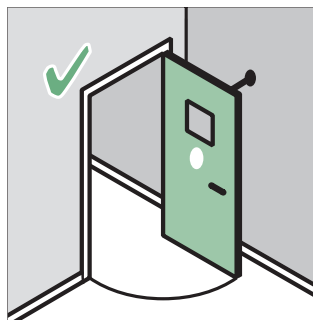
Slide Safe™ has been designed primarily for external two-panel in-line sliding door systems, either left-hand or right-hand opening. Slide Safe™ is not intended for use with 'tilt and slide' or 'lift and slide' door systems.

For aluminium sliding door systems doors use 'SP45'. For PVCu or Timber sliding door systems measure the overall width of the frame and specify 'SP50' for door frames 73-110mm wide and 'SP55' for frames 120-150mm wide.

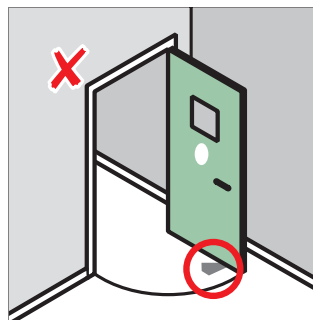


All products are supplied with complete fitting instructions.

## Fire Doors – Safe options where the door is held open



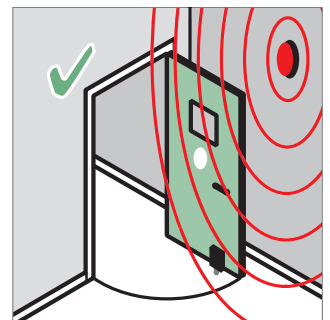
**Automatic door release system**  
No risk where installed.



**Door stop (wedge)**  
High risk. In the event of a fire this relies on someone remembering to release the door or delayed evacuation.



**Door stop (object)**  
High risk. In the event of a fire this relies on someone remembering to release the door or delayed evacuation.



**Dorgard™ – door release system**  
No risk where installed. The low cost solution that doesn't require wiring into alarm system. Activated by alarm sound wave sensor to release door.

# How to complete your survey

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## The risk assessment survey

To prepare for the survey you will require:

**1 Pen**

**2 Tape Measure or Measuring Guide (see left)**

To check door thickness

**3 Door Labels**

These are available on request from Safety Assured Limited or use small plain labels to number and apply to each door. Position label adjacent to the risk and visible when door is closed, also out of reach of young children.

**4 Risk Assessment Survey Forms**

Make a sufficient number of photocopies of the Risk Assessment Survey Form overleaf (or print from the PDF file supplied if applicable).

Examine every door and complete the form by carefully itemising each risk area, safety product and colour against the door number. In the example shown below 'Door 1' requires a Hinge Cavity Standard Finger Protector® in white (**HC-WHI**) and a Hinge Pin Finger Protector® (**HP**).



**5 Fax Survey Forms for quote**

When you have completed your risk assessment survey you can fax the survey forms to Safety Assured for an 'no obligation' written quotation. Please ensure that you enter the site name and contact details clearly at the top of the form.

## Survey form example

Site Name/Address: <b>Westpark School</b>		
<b>Westpark Road, Newtown, Newshire NT12 3AB</b>		
Survey completed by: <b>J. R. Danson</b>	Date: <b>25th August 2004</b>	Tel: <b>01234 567890</b>
Approved by: <b>K. Anderson</b>	Date: <b>1st September 2004</b>	Sheet: <b>1</b> of <b>4</b>

<b>Colours</b>	<b>WHI</b> White	<b>GRY</b> Grey	<b>BEE</b> Beech	<b>MAH</b> Mahogany
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Door No.	Hinge Cavity (HC)					Hinge Pin (HP)	Handle Side (HS) (HS)	Slide Panel (SP)			Fire Dorgard (DG)
	Standard	Non Standard	Standard Extended	Non Standard Extended	Colour use code above i.e. WHI for white	One Size (White)	One Size (White)	Size 1 (White)	Size 2 (White)	Size 3 (White)	One Size (Black)
	HC-	HC-N-	HC-X-	HC-N-X-		HP	HS	SP45	SP50	SP55	DG
<b>1</b>	<b>1</b>				<b>WHI</b>	<b>1</b>					
<b>2</b>	<b>1</b>				<b>WHI</b>						<b>1</b>
<b>3</b>			<b>1</b>		<b>GRY</b>	<b>1</b>					
<b>4</b>		<b>1</b>			<b>WHI</b>				<b>1</b>		
<b>5</b>							<b>1</b>				

