

Safe Use of Portable Heaters

Portable heaters are considered a temporary measure due to issues with central heating on site and not as a main heating system

*Only authorised EDC portable heaters should be used, **NEVER** bring your own from home.*

- Portable Heaters should be directly plugged into an electrical outlet without the use of an extension lead.
- The electrical cable should not be a trip hazard for individuals.
- Portable heaters should be sited according to the manufacturer's instructions. They should be stood on a level, dry, non-combustible surface where they are not liable to be subjected to mechanical damage or be overturned.
- Do not put anything on heaters to dry or cover the heaters
- Do not touch front of heater when switched on
- Care taken not to handle heaters when hot or in operation
- The heaters should not be sited near combustible materials (at least 1 metre away)
- If using in classrooms with children, utmost care must be taken for children not to get close to the heaters and avoid touching them. This can be done by explaining the dangers of touching the heater, re-arranging furniture to avoid children coming near to it, etc.
- Management processes should be implemented to ensure heaters are used safely, this should include:
 - Not leaving heaters in operation and unattended
 - Monitoring their location and proximity to combustible materials
 - Ensuring they are turned off at the end of each period of work or when the room has been vacated.

Other safety points to remember

- Damaged heaters should be taken out of service and be labelled to show that they should not be used until repaired or replaced. Look for obvious signs such as fray cables or burning smell.
- Once the heating has been repaired, the portable heaters no longer in use should be removed from site and taken back to storage.
- Fire Risk assessment should be updated to accommodate the additional fire risk of the temporary heaters if used for more than a week.
- PAT testing is required if heaters are older than 2 years old. For new items UKCA mark deems it compliant. Estates will only issue authorised and tested portable heaters.