

Fire Evacuation Procedures



- On discovering a Fire immediately raise the Alarm by breaking glass on a fire alarm box which are located at regular interval around the building.
- Contact the Emergency Services – dial 999. Clearly state you require the Emergency Fire Service, stating also your location and name.
- Immediately evacuate the building on hearing the fire alarm using the nearest emergency exit closing all doors and assemble at the pre-designated fire assembly point.
- Do not delay in collecting personal belongings or for any other reason.
- Only consider fighting the fire if it is entirely safe to do so and use the fire fighting equipment provided around the building.
- Do not re-enter the building until the fire services say it is safe to do so.

Each resident for their own safety should:

- Be aware of their nearest Emergency Exit and Escape Route.
- Be aware of the location of their nearest Fire Alarm and Fire Fighting equipment
- Always close Fire Doors after use as they help reduce the spread of fire.