

FIRE ACTION

999 FOR OUTSIDE EMERGENCY SERVICE

ON DISCOVERING A FIRE

- Raise the alarm by breaking glass at nearest Fire Point.
- Staff: if possible tackle fire by using nearest appropriate extinguisher without taking undue risk.

ON HEARING THE ALARM

- Staff: immediately evacuate all persons by the nearest exit.
- Close doors behind you.
- Report to your designated assembly point.

AFTER LEAVING THE BUILDING

- Move well away from the building.
- Leave clear access for Emergency Services.

DO NOT

- Stop to collect personal belongings.
- Use lifts.
- Re-enter the building until told to do so by the Fire Service.
- Take risks.

ASSEMBLE AT

Tennis Courts: Years 7, 8 & 9

Redgra: Years 10 & 11