

In the Event of an Emergency

In the event of an emergency, in addition to the main entrance, there are three exits identified by illuminated signs:

1. In the main hall next to the alcove where the organ is stored;
2. In the downstairs corridor next to the crèche;
3. Upstairs leading out from Room 3.

The exit signs remain illuminated for three hours even if mains electricity is turned off.

In the event of an emergency people should be guided to the emergency exit nearest to them. Escape routes are indicated in first floor rooms 1-3. The lift should NOT be used and persons on the first floor should not use the main staircase for exit (as the fire may be near there) but should exit through Room 3 and then down the external staircase which leads to an external 'crash' door, opened by pushing, and thence to the street. People who are unable to walk down the external staircase should be transported using the Evacuation Chair located in the upstairs corridor.

The Fire Assembly point for all persons is outside St John's Flats, Queen's Road.

Raising the alarm

There are three red 'break glass' alarm boxes downstairs and one upstairs, each located next to an exit. The fire brigade should also be summoned by 'phoning 999.

Clearing the building

Before leaving the building ensure both floors are clear, including the toilets, and doors and windows are closed.

Other

There are fire extinguishers distributed throughout the building and there is a fire blanket in the metal case on the wall in the kitchen.

Note: The fire extinguishers, fire alarms, emergency lighting and other safety equipment are checked and maintained regularly by an approved contractor.