

FIRE

IF YOU DISCOVER A FIRE:

CONTINUOUS SOUNDING SIREN

- 1. OPERATE MANUAL FIRE ALARM**

WHEN WARNED OF A FIRE IN THIS BUILDING:

- 1. LEAVE VIA THE NEAREST AVAILABLE EXIT.**
- 2. ASSEMBLE IN CLASS GROUPS, CLEAR OF ALL BUILDINGS**
PRIMARY AREA - TENNIS COURT
SECONDARY AREA - CONCRETE CRICKET PITCH
- 3. DO NOT RETURN UNTIL AUTHORISED.**
- 4. DO NOT RUN.**
- 5. ASSIST ANY PERSON IN NEED OF HELP TO LEAVE.**
- 6. DO NOT ATTEMPT TO CONTROL FIRE.**
- 7. REPORT ANY INFORMATION TO THE HEAD WARDEN AT FRONT ENTRY OF THE SCHOOL.**
E.G. SIGNS OF FIRE, ALARM ACTIVATION, EVACUATION COMPLETE.

OUTSIDE NORMAL SCHOOL HOURS:

- 1. FOLLOW PROCEDURE ABOVE, PLUS**
- 2. ENSURE THE FIRE SERVICE ARE CALLED, DIAL 111 FROM A SAFE PHONE.**
- 3. REPORT ANY INFORMATION TO THE FIRE SERVICE ON THEIR ARRIVAL.**