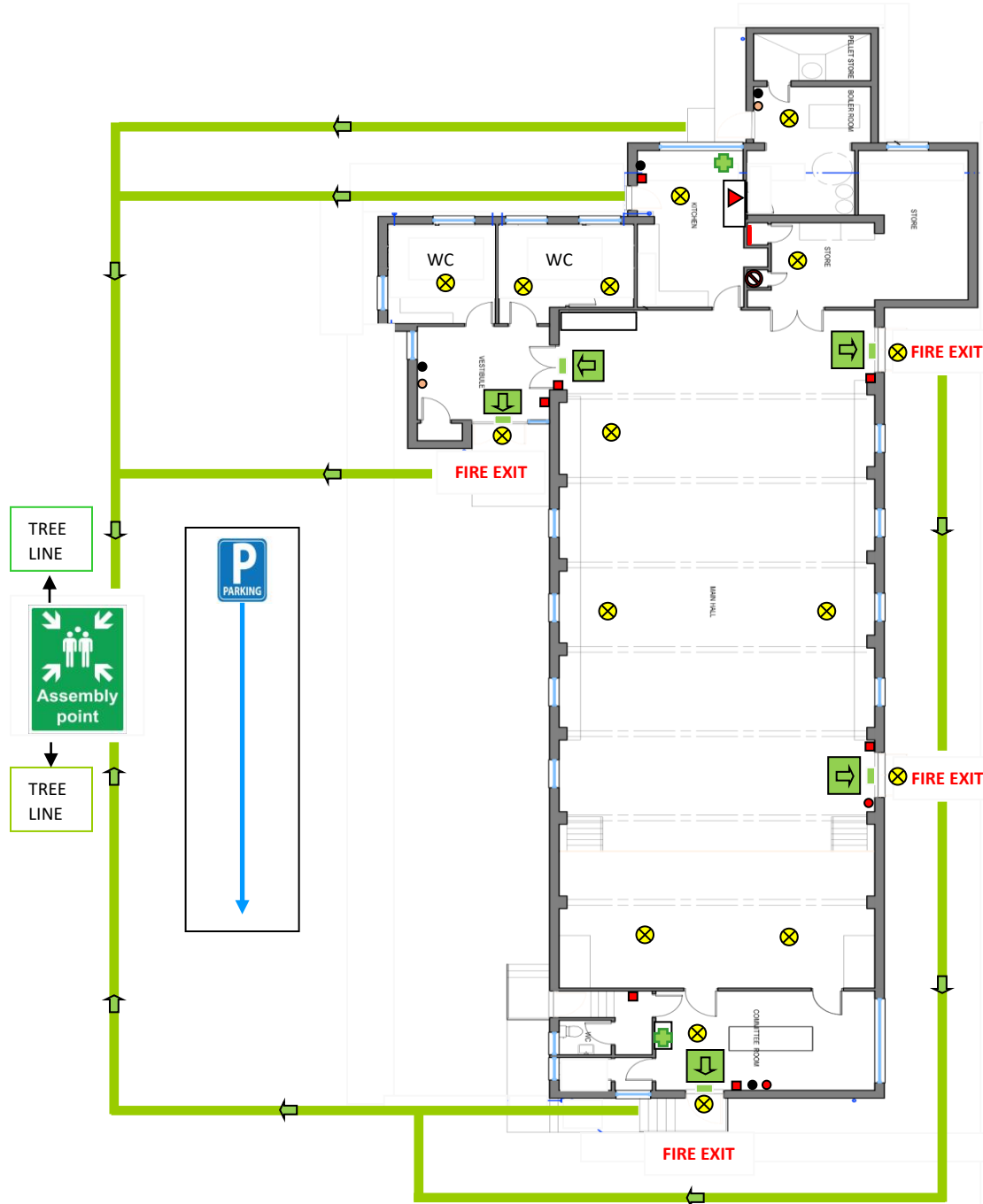


# NORTH KESSECK VILLAGE HALL EMERGENCY FIRE SAFETY AND EVACUATION PROCEEDURES



| EMERGENCY FLOOR PLAN   |
|--|
| FIRE SAFETY<br><u>RACE</u>   |
| <u>REMOVE</u><br>people in immediate danger  |
| <u>ALERT</u><br>By raising the alarm operating the nearest fire alarm call point by breaking the glass                       |
| <u>CONTAIN</u><br>The emergency by closing windows & doors – if safe to do so!   |
| <u>EVACUATE</u><br>Evacuate the premises quickly and calmly, Proceed along the marked FIRE EXIT routes to the assembly point |

### Key

- Break Glass-Fire alarm call Point ■
- Fire exit signs ▮
- Emergency escape lighting ⊗
- Fire blanket kitchen ▲
- Main fuse box |
- Hazardous flammable chemicals-locked ⊖
- First Aid Boxes +
- All fire exit doors highlighted in green **MUST always** be kept free from ↓ obstruction during activities and events

### Fire Extinguishers & Locations

- Plant Room = 1 x 9ltr foam 1 x 2kg Co2
- Kitchen = 1 x 2kg Co2
- Main hall fire exit = 1 x 6ltr water
- Foyer = 1 x 6ltr foam 1 x 2kg Co2
- Meeting Room = 1 x 6ltr water 1 x 2kg Co2

### IN THE EVENT OF A FIRE

- Alert emergency services: Fire Brigade **999** and/or Ambulance **999** if appropriate.
- Ensure persons do not attempt to re-enter the building to gather possessions until the Fire Officer agrees that it is safe to do so.
- Keep people safe and make your way to the Assembly Point
- The use of the Fire Fighting equipment in the hall must not be to the detriment of the evacuation.
- Please leave plenty access for the Fire & Rescue Service.
- In the event of an incident please let one of the emergency contacts know-details below.

**Alan McDiarmid:** 07525 437 651  
**Bryan Murray:** 07462 834 375  
**Marie Wood:** 07833 736 205  
**Peggy Rose:** 07746 548 253

Thank you for your co-operation-NKVH