

PRECAUTIONS AND PROCEDURES IN THE EVENT OF A FIRE

Owing to the increased fire and safety regulations we are now required to supply all Hirers with the following information.

This information is supplied to you to ensure that as a Hirer of Burton Joyce & Bulcote Village Hall you are aware of all fire precautions, fire extinguishers and evacuation procedures in place at present and that you will pass this information to those people taking part in your event. The Village Hall Management Committee cannot take responsibility for the safety of any hiring group in the event of a fire because, as with the insurance, they have no control over activities during any letting.

Equipment

Fire extinguishers are located near main doors.

In the event of a power failure caused by a fire, emergency lighting will come on in each of the three main rooms and all exits will remain illuminated. Emergency lights will remain on outside the exits.

Evacuation Procedure Copy notices are displayed in Halls

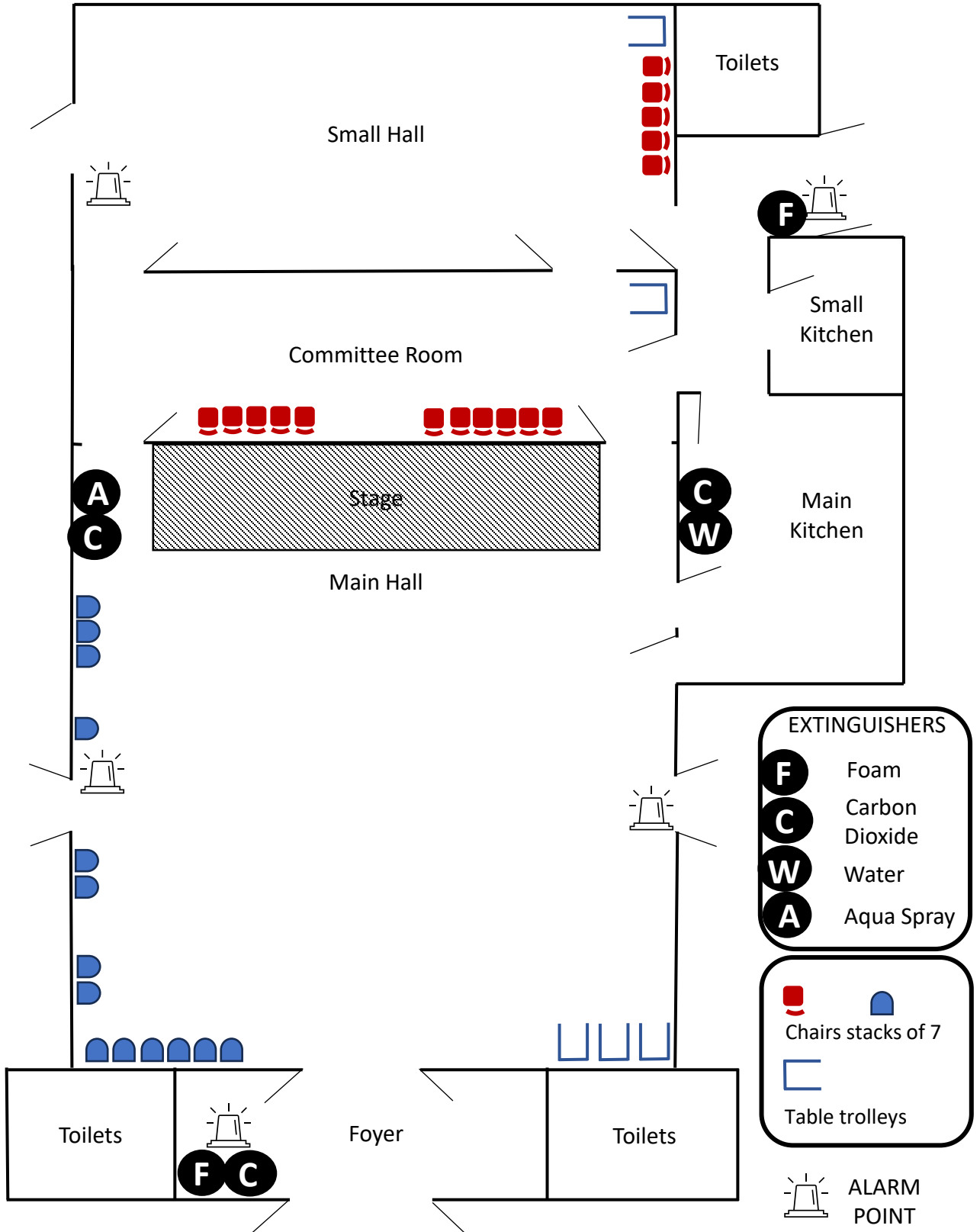
Each group that hires any part of the Hall should have persons within the group who will act as stewards in the event of a fire.
Action to be taken:

1. Raise the alarm but take care not to cause panic. Notify users in other rooms.
2. Open fire exit doors
3. Ensure that any elderly, ambulant disabled or people in wheelchairs are helped to leave the building safely. Everyone should move away from the building in case of breaking glass. Toilets should be checked to ensure they are vacant.
4. Dial 999 to request fire brigade at Burton Joyce & Bulcote Village Hall, Trent Lane, Burton Joyce NG14 5EY.

The assembly point is Trent Lane opposite the Village Hall.



Fire Extinguishers & Alarm Points



EXTINGUISHERS

- F** Foam
- C** Carbon Dioxide
- W** Water
- A** Aqua Spray

- Chairs stacks of 7
- Table trolleys

ALARM POINT

DIAGRAM NOT TO SCALE