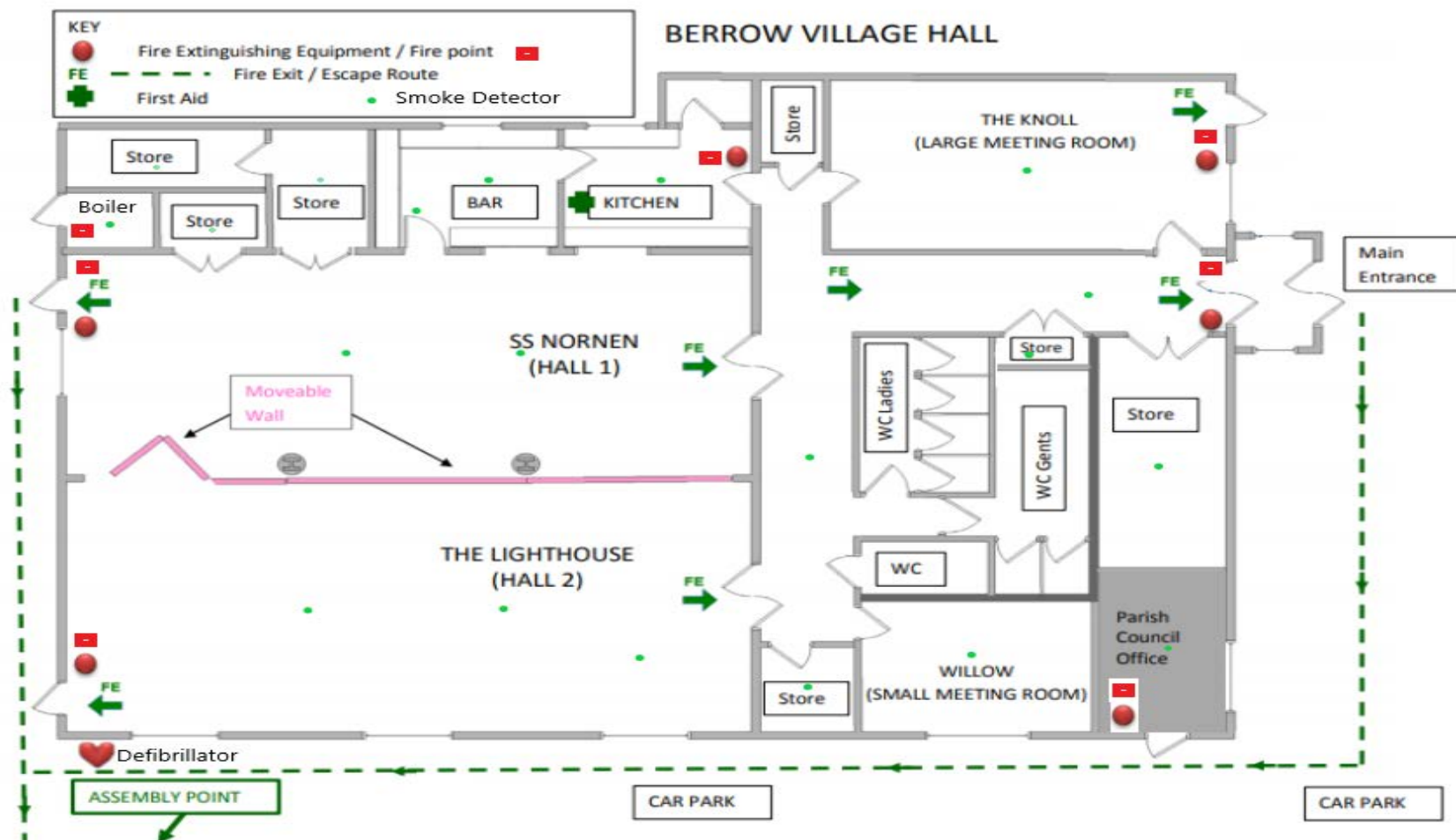


Fire Action Procedure



If you spot a fire:

1. Break the glass on the call point (red box) to activate the sirens.
2. If it's safe to do so, and you are competent to use the nearest fire extinguisher, attempt to put out the fire.
3. On hearing the sirens everyone MUST leave the building and congregate at the assembly point (near entrance to the car park).
4. Even if the fire is out, call 999 and the Hall Manager (07777 671292).
5. DO NOT re-enter the building until the all clear is given.