

WRINGTON URC

Emergency Evacuation Procedure

ON HEARING THE FIRE ALARM

- Proceed immediately from the building by the nearest safe emergency exit and make your way to designated Muster point.
- Do not stay to collect personal belongings.
Do not re-enter the building until you are told by a person in authority that it is safe to do so.
- Adults in charge in each section of the chapel are responsible for ensuring the evacuation of lesser able-bodied personnel and for the general clearing of all other personnel.
- Adults in charge should make a final sweep of their section to ensure all personal have evacuated before reporting to the designated Muster point.

ON DISCOVERING A FIRE

- Sound the alarm before doing anything else.
- If the fire is anything other than small then dial 999 and state clearly: Wrington United Reform Church, Ropers Lane, Wrington, Bristol, BS40 5NF
- Leave the premises by the nearest safe emergency exit.
- Report to the designated Muster point.

