

FIRE EVACUATION GUIDANCE STUDENTS

Please read this for your safety.

On Wednesday mornings at 10.00am the Fire Alarm bell will be tested for up to 20 seconds. This is only a test and NOT an evacuation.

The fire alarm is a continuous loud siren, unlike the class change bell which is sounded for a short period. If the fire alarm activates, a **full evacuation** of all buildings must take place.

1. **Leave the building immediately.** You must not return to collect items you may have forgotten. Head for your **nearest assembly point** (green numbered signs), shown on the plan below.
2. Disabled persons will be evacuated from buildings by trained evacuation-chair users. Alternatively, wheelchair users can remain in refuge areas on staircase landings but fire marshals must be informed of any persons still remaining in a building. The fire marshals are the staff in fluorescent yellow waistcoats.
3. No-one is allowed to leave site during a fire evacuation. No-one may return to any building until they have heard the "all clear" sounder.

