Fire Action

If you Discover a Fire

Shut the door to the room and activate the nearest emergency call point

Leave by the nearest available Fire Exit

Report to your nominated assembly point which is

Telephone the Fire Service on

On hearing the fire alarm

Stop what you are doing and leave the building by the nearest available Fire Exit closing doors behind you

Report to your nominated assembly point as detailed above

DO NOT PANIC - DO NOT RUN
DO NOT use the lift unless classed as Fire Lift
DO NOT attempt to fight the fire unless you have been trained in the use of extinguishers and are confident the fire can be dealt with safely
DO NOT return for any reason until informed it is safe to do so
DO NOT put yourself at risk

DO shut doors behind you
DO report missing persons at the Assembly Point

0845 456 5121
www.firesafesolutions.co.uk