

Fire and Emergency Plan

In the event of a Fire/Bomb scare, etc

- A. People will be warned by either i) shouting, or ii) ringing of the alarm bell.
- B. Fire extinguishers are located i) in the lobby, and ii) by the rear exit crash door.

Action to be taken upon hearing the alarm raised

1. RESPONSIBLE PERSONS for taking action are Captains/Managers of teams, Committee members or Event organisers. Check changing rooms, office, meeting room, toilets, physio room, kit/equipment room.
2. Clear the area immediately through the fire escape doors. No belongings should be taken.
3. There are 3 emergency exits: one crash door at the end of the changing room corridor, the main front door and the door to the CCC tea room. *All to be left unlocked during occupation.*
4. Parents or responsible adults must ensure that all youngsters are evacuated safely.
5. Disabled persons must be assisted to safety by a person known to them.
6. Visitors i.e. opposing teams, their supporters or guests must be made aware of fire exits.
7. It is the responsibility of the person finding the fire to call the Fire Brigade and provide them with as much detail as possible.
8. The Assembly point after evacuation is at the far end of the car park.
9. The Fire Brigade should be met by either the person identifying the fire or a person from (1).
10. Only trained First Aiders should apply First Aid Treatment to stabilise any casualties.

No one should return to the building until authorised.

Maintaining Fire Precautions

- Fire doors must be kept closed at all times.
- Exit routes must not be blocked.
- Fire fighting equipment to be unobstructed and immediately available for use.
- There are only two circumstances where members should contemplate using a fire extinguisher to attempt to put a fire out. These are:
 1. They had specific training to use fire extinguishers
 2. The fire is small enough to pose NO RISK to the individual's safety, two persons are present and a clear exit is maintained at all times.