

Fire Safety Instructions

First Draft	20 th January 2024
Amended	
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1) The Village Hall Address is Yew Tree Lane Broad Hinton SN4 9RH

2) There are Four Fire Alarm Call Points: -

- i. By the Front Door
- ii. At the West end of the corridor
- iii. At the East end of the corridor
- iv. In the corner of the Main Hall next to the bar.

3) Fire Exit Door Locations

These at both ends (East / West) of the corridor, through the Front Door and out onto the patio at the rear of the building.

We strongly recommend that you leave the building via the shortest route.

4) Fire Extinguisher Locations

- i. Two extinguishers at each end of the corridor
- ii. One in the kitchen and a Fire Blanket
- iii. One in the Bar

5) Actions to be taken in case of Fire

- i. Raise the Alarm
- ii. Operate the nearest Call Point
- iii. Call the Fire Service **999 or 112**
- iv. Check the toilets for occupants
- v. Evacuate the hall to the fire Assembly point
at the far end of the Car Park
- vi. **Only Attempt to fight the fire if you are suitably trained to do so.**