

FIRE DRILL FOR CUSTOMERS USING THE SPORT FACILITIES

1. The person who discovers the fire should sound the fire alarm. These are located inside the sports hall near the end door leading to the outside concrete area and at the entrance of the sports block.
2. The leader of each group should then immediately evacuate their group to the grass area outside the sports block. A roll call should then be taken of the group, who must then inform the Centre Assistant that either all the group are accounted for or report the name of any missing person.
3. On hearing the fire alarm the Centre Assistant on duty should first check to make sure that it is not a false alarm – if it is not then they should dial 999 for the fire brigade. They should then proceed to the meeting point on the grass area. They should then ask a responsible member of one of the groups to go to the field gate to await the fire brigade in order to direct the brigade to the correct location. The Centre Assistant should then check with each group that all members are accounted for; if anybody is missing then he should note down the name and last known location of the person to give to the fire brigade when they arrive.
4. Nobody is allowed back in the sports facilities until the fire brigade state that it is safe to do so.
5. The Centre Assistant should also inform one of the key holders of the fire, as soon as it is practical to do so – as per list given by the Site Manager.
Please Note: The Centre Assistant's office is straight in from of you when you enter the sports block.

For all bookings and enquiries please contact Caldew School on:

 01228 711944 or 01228 710044