

Appendix C : Fire Evacuation

FIRE

- 1.** In the event of a fire, the person in charge of the hall or function will instruct all persons to leave the building, using the nearest available exits.
- 2.** CALL THE FIRE BRIGADE : DIAL 999 & GIVE THIS ADDRESS:
Acaster Malbis Memorial Hall,
Mill Lane,
Acaster Malbis
York
YO23 2UL
- 3.** Attendants should ensure that once the hall has been evacuated members of the public do not re-enter the building to collect personal belongings, etc.
- 4.** On arrival of the Fire Brigade, the person in charge of the hall should report to the Officer in Charge that all persons are safe or should inform him/her of their last known position.
- 5.** Attendants should only attempt to extinguish the Fire using the fire appliances provided if competent and it is considered safe to do so.