# eFIRE EVACUATION PROCEDURE

**CHURCH CROOKHAM BAPTIST CHURCH**

**DATE: April 2017**

1. In the case of fire:

Raise the alarm by pressing any RED call point located at building exits; this will activate the Fire Alarm.

2. Fire extinguishers are located in various parts of the building; the trustees and/or stewards must make themselves aware of their positions. A fire blanket is located in the kitchen.

1. **DO NOT STOP TO TACKLE FIRE -** Emergency services should be contacted immediately.

4. The building is to be evacuated by directing people to the nearest available exit. Front main door, the fire door in the Sanctuary and the backdoor of Hall. IF EXITING TO THE REAR OF THE BUILDING STAY IN CAR PARK UNTIL DIRECTED TO LEAVE BY STEWARDS.

The Assembly Point at the front of the Church are the parking bays and in adjoining pavement on Basingbourn Road. DO NOT CROSS THE ROAD UNLESS DIRECTED BY STEWARDS, FIRE BRIGADE OR POLICE