

## **EMERGENCY ACTION PLAN**

### **ASSEMBLY POINT**

THE CAR PARK

### **ACTION ON DISCOVERY OF FIRE**

- SOUND THE ALARM BY SHOUTING "FIRE"
- LEAVE THE UNIT BY THE NEAREST OR SAFEST ROUTE
- REPORT TO THE ASSEMBLY POINT
- CALL THE FIRE BRIGADE BY PHONE – ENSURE FULL ADDRESS IS PROVIDED (Hill View, Much Marcle, HR82PF)
- LIAISE WITH THE FIRE BRIGADE ON THEIR ARRIVAL
- ONLY ATTEMPT TO TACKLE SMALL FIRES IF CONFIDENT TO DO SO
- DO NOT PUT YOURSELF AT RISK

### **ACTION ON HEARING ALARM**

- LEAVE YOUR HOUSE BY THE NEAREST ROUTE
- REPORT TO THE ASSEMBLY POINT
- CALL THE FIRE BRIGADE BY PHONE – ENSURE FULL ADDRESS IS PROVIDED
- LIAISE WITH THE FIRE BRIGADE ON THEIR ARRIVAL

### **CALLING THE FIRE SERVICE**

To call the Fire and Rescue Service in an emergency, use the nearest telephone and dial **999** or the European number, **112**.

(Address: Hill View House, Much Marcle, HR82PF)

**The fire control operator will now ask you for details of the emergency, such as:**

- What the emergency is
- Where the emergency is
- The nearest town
- Any landmarks that will assist the fire crews in finding the incident
- Whether anyone is in immediate danger