

Emergency Fire Action Plan

Bar staff on duty should follow these actions

1. Activate nearest Break Glass point to sound alarm (unless already ringing)
2. Leave the building by the nearest fire exit
3. Go to the assembly point in the car park (clearly signed). Try and account for all attendees.
4. Dial 999 to call the Fire and Rescue Service
5. **DO NOT** re-enter the building

NB - the fire exit doors are located in the Foyer, the inner main hall (exits to both sides of the room), between the changing rooms in front/side corridor, the rear of the first floor bar area and the rear first floor stairs leading out onto the veranda. Please familiarise yourselves with all these emergency exit points, which are all clearly signed.