

Slaley Commemoration Hall - Fire Safety and Evacuation Plans Policy

Responsible Fire Officers: all Trustees on the Management Committee.

Fire Risk Assessment: Part 7 of the Hall Risk Assessment

Fire Precautions:

- Smoking is not permitted on site.
- There are three fire extinguishers at the Slaley Commemoration Hall located by the kitchen door, in the lobby and by the fire exit next to the Den.
- A fire blanket is in the kitchen
- Emergency Exit routes and assembly points are checked at committee meetings.
- All small electrical appliances are checked through PAT testing

Fire Safety Equipment:

- Fire extinguishers
- Fire blanket on kitchen wall

Fire extinguishers are checked annually by the Northfire. The Fire service have also visited the Hall since the renovations and all recommendations are complied with.

Building:

A clear passageway to all escape routes – This is maintained.

Clearly marked escape routes that are as short and direct as possible - compliant

Enough exits and routes for all people to escape - compliant

Emergency doors that open easily – checked at every management meeting

Emergency lighting where needed - checked at every management meeting

A designated evacuation point – The flag pole in the south-east section of the car park

People with mobility needs:

Special arrangements for people with mobility needs – make sure there are people to help wheelchair users get outside.