

# GENERAL EMERGENCY EVACUATION PLAN

## IN CASE OF FIRE



Sound Alarm

Operate nearest fire alarm call point



Do not use a fire extinguisher unless trained to do so



## ON HEARING THE ALARM

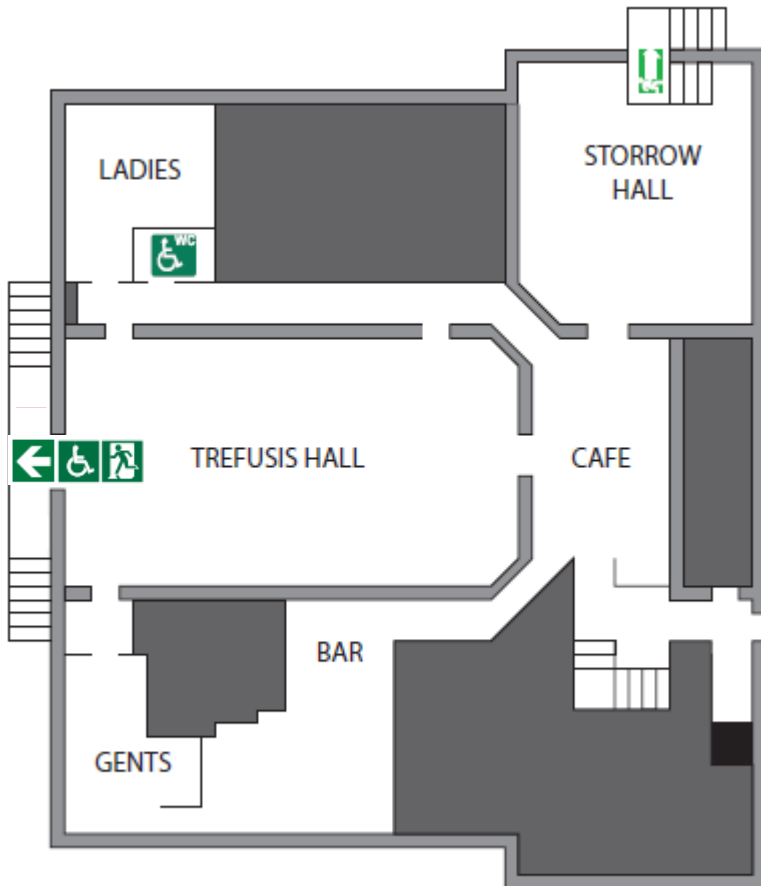
Evacuate the building via the nearest emergency exit in Trefusis or Storrow and go to the assembly point at GLOUCESTER AVENUE POSTBOX



When alarm sounds, do not panic and do not run. Leave the building following the emergency exit signs



DO NOT re-enter the building until told to by either the fire marshal or the Fire Service  
DO NOT use the lift



## BASEMENT FLOOR



If you are a wheelchair user proceed to Trefusis where a member of staff will assist you using an Evac Chair

# GENERAL EMERGENCY EVACUATION PLAN

IN CASE OF FIRE



Sound Alarm

Operate nearest fire alarm call point



Do not use a fire extinguisher unless trained to do so

ON HEARING THE ALARM



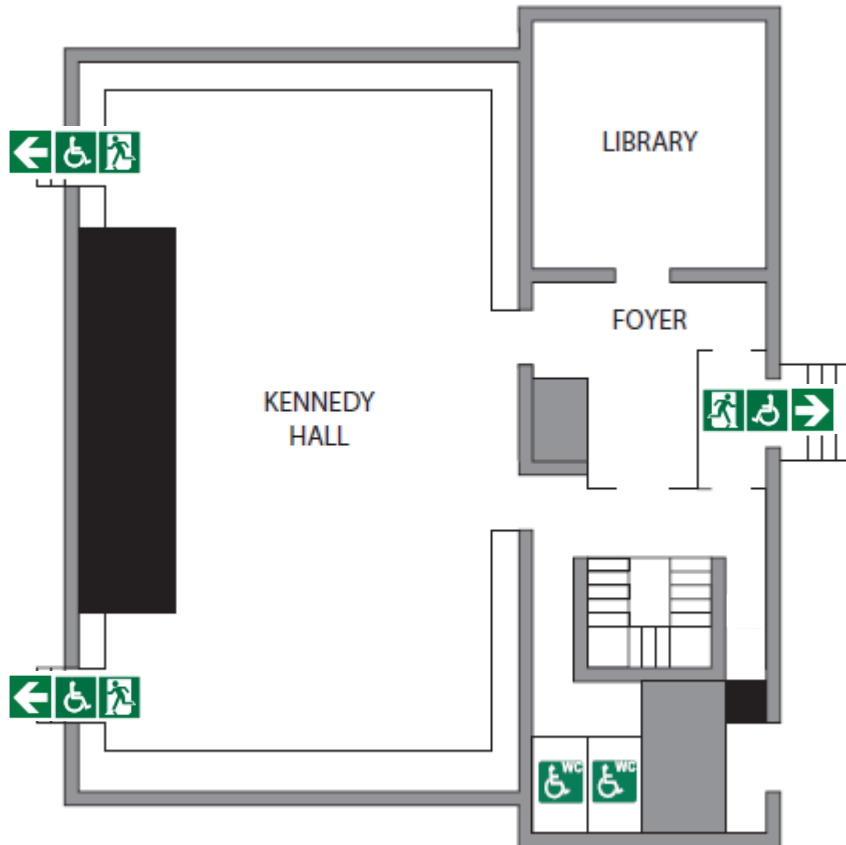
Evacuate the building via Kennedy Hall or the main doors and go to the assembly point at GLOUCESTER AVENUE POSTBOX



When alarm sounds, do not panic and do not run. Leave the building following the emergency exit signs



DO NOT re-enter the building until told to by either the fire marshal or the Fire Service  
DO NOT use the lift



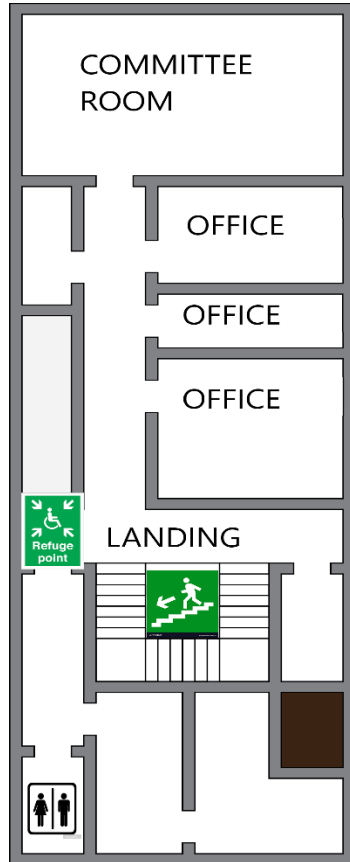
## GROUND FLOOR



If you are a wheelchair user, proceed to Kennedy Emergency Exits or Main Exit where a member of staff will assist you using an Evac Chair

# GENERAL EMERGENCY EVACUATION PLAN

IN CASE OF FIRE



FIRST FLOOR



Sound Alarm

Operate nearest fire alarm call point



Do not use a fire extinguisher unless trained to do so



ON HEARING THE ALARM

Evacuate the building down the stairs to the ground floor exits and go to the assembly point at GLOUCESTER AVENUE POSTBOX



When alarm sounds, do not panic and do not run. Leave the building following the emergency exit signs



DO NOT re-enter the building until told to by either the fire marshal or the Fire Service  
DO NOT use the lift



If you are a wheelchair user, proceed to the landing where a member of staff will assist you using an Evac Chair

# GENERAL EMERGENCY EVACUATION PLAN

## IN CASE OF FIRE



## SECOND FLOOR



Sound Alarm  
Operate nearest fire alarm call point



Do not use a fire extinguisher unless trained to do so



## ON HEARING THE ALARM

Evacuate the building down the stairs to the ground floor exits and go to the assembly point at GLOUCESTER AVENUE POSTBOX



When alarm sounds, do not panic and do not run. Leave the building following the emergency exit signs



DO NOT re-enter the building until told to by either the fire marshal or the Fire Service  
DO NOT use the lift



If you are a wheelchair user, proceed to the landing where a member of staff will assist you using an Evac Chair