

# FIRE EVACUATION PLAN



**LEGEND**

- You Are Here
- Escape Route
- Escape Stair
- Escape Corridor
- Directional Exit Signage
- Assembly Point
- + Fire Extinguisher
- + Fire Alarm Call Point
- S Smoke Detector

**Fire Action Notice**

**ON DISCOVERY OR SUSPICION OF FIRE**

1. Operate the nearest fire alarm call point
2. Evacuate building immediately
3. Proceed to the assembly point at TOP OF PLAYGROUND (SEE ABOVE)

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Pickhurst Academy

# PICKHURST ACADEMY



## Visitor Health & Safety

## Information Booklet

## Fire / Evacuation Procedures

- If you discover a fire, raise the alarm by operating the nearest fire call point.
- Leave the building by the nearest available exit.
- Do not stop to collect personal belongings.
- Do not run during an evacuation.
- Report to the person in charge of the assembly point in the playground.
- Do not re-enter the building until authorized to do so.
- The evacuation plan is details on Page 4 of this booklet.

## General Health & Safety Procedures

- On arrival to site, report to the school reception and sign in.
- All accidents/incidents must be reported to the school office immediately.
- A strict no smoking policy is in place in the buildings and site.
- The school office will direct you to the nearest welfare facilities.
- When leaving, always ensure you sign out at the school reception.

Due to severe allergic reactions, we ask that all our staff, pupils and visitors DO NOT bring foods containing NUTS and SALMON into school