

In Case of Fire

Shout "Fire!"

- Guide all persons out of the church through the main exit to the assembly point on the grass in the churchyard on the grass next to the noticeboard.
- Ring the emergency services on mobile 'phone

999 or 112

- Give the location:

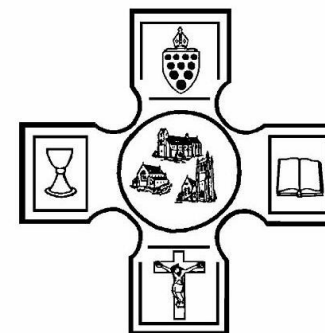
The Church of the Ascension
Somers Park Avenue
Malvern WR14 1XA

- Do not fight the fire unless there is no danger to you or others!
- Get out of the building.
- Inform the vicar or churchwardens of the incident.

When out, stay OUT!

**Remember the priority is –
People, not property!**

THE PARISH OF MALVERN LINK WITH COWLEIGH



FIRE / EVACUATION PROCEDURES in The CHURCH of the ASCENSION

This leaflet is for the guidance of persons delegated by the vicar or churchwardens, to assist parishioners and visitors during services and events in the church and church hall.

It is also to advise hirers of the church and / or the church hall, of their duties and responsibilities in case of emergencies.

DUTIES OF THE RESPONSIBLE PERSONS

CONSIDER PEOPLE, NOT PROPERTY

Before each event, check that the exit doors are unlocked and unbolted.

Check that all access routes are clear.

In case of emergency, guide people from the church via the nearest exit (see plan).

Tell people to assemble on the grass in the churchyard (see map). Ask them NOT to leave before everyone is accounted for.

Ring emergency services.

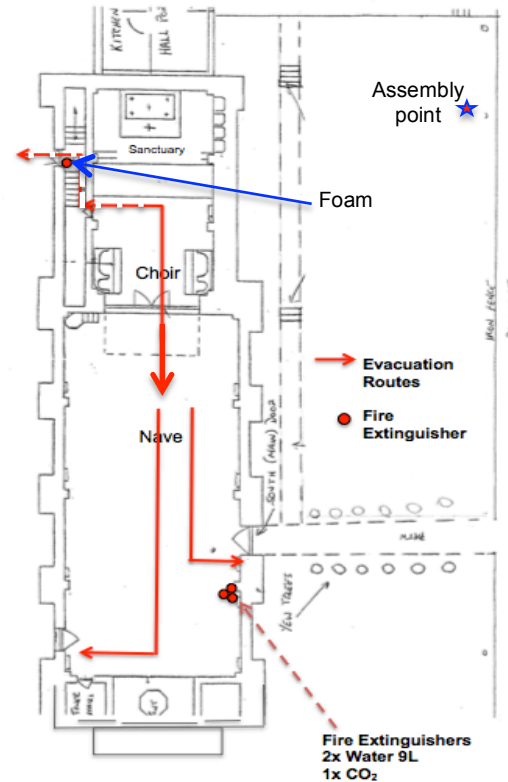
Ensure that everyone has left the building, including the vestry, the kitchen, the toilets and organ loft.

Check that no-one at the assembly point is injured and that no-one is missing.

Explain the problem to the emergency services when they arrive,

Inform the vicar, the churchwardens and the keyholder of the incident.

Church of the Ascension



Hall and Basement areas

