

## In Case of Fire

### Shout “Fire!”

- Guide all persons out of the church through the main exit to the assembly point in front of the Scout Hut.
- Ring the emergency services on mobile ‘phone

**999 or 112**

- Give the location:

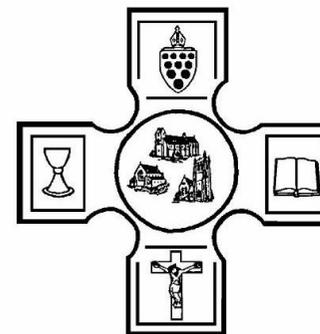
**St. Peter’s Church,  
Cowleigh Bank  
Malvern  
WR14 1QP**

- 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 ST. PETER’S CHURCH

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

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

## DUTIES OF THE RESPONSIBLE PERSONS

### CONSIDER PEOPLE NOT PROPERTY

Before each event, check that the external 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 outside the scout hut (see map). Ask them NOT to leave before everyone is accounted for.

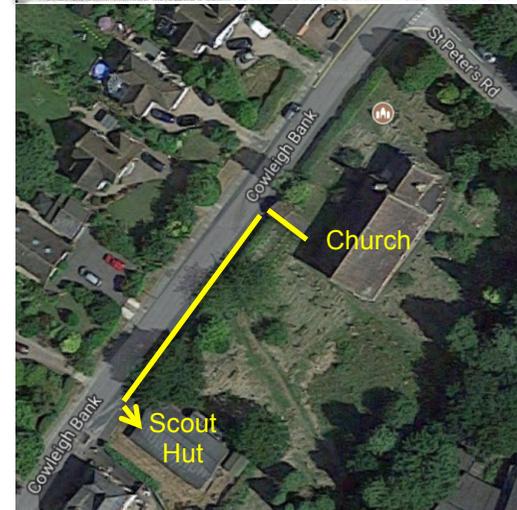
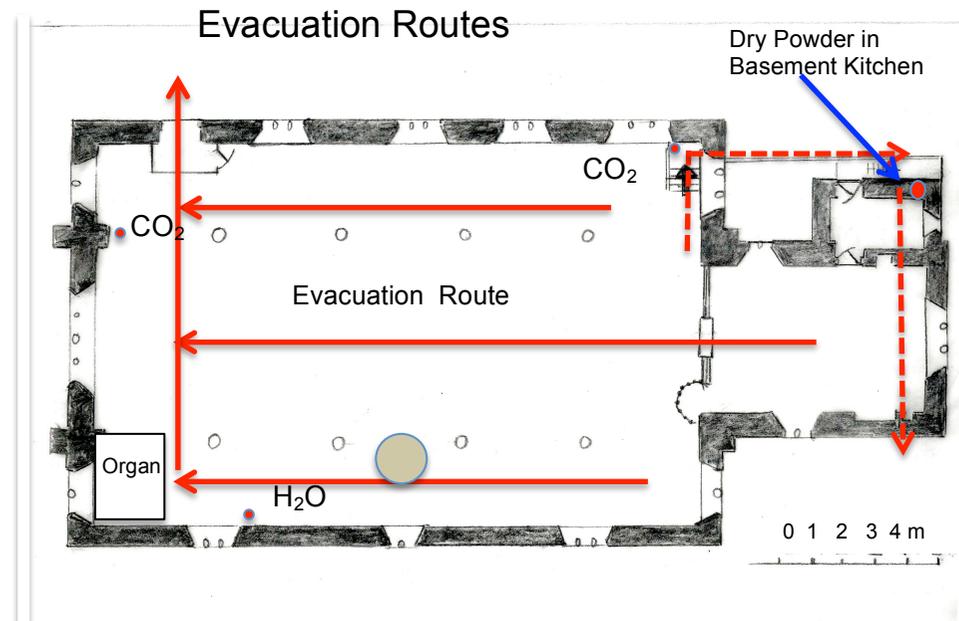
**Ring** emergency services.

**Ensure** that everyone has left the building, including the vestry, the kitchen and the toilet.

**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.



Evacuation routes from the church are shown by arrows. →

Secondary route via basement is shown by dashed line. - - - →

Fire appliance locations shown by red spots. ●

Yellow arrow shows the route to the assembly point in front of scout hut.