



Fire Policy For Hanley

Fire Officers

Tara is the Fire Officer. Lisa, Kath and Sue are Deputy Fire Officers. If there is a fire, they will be responsible for evacuating the building.

If you hear the fire alarm, assume it is a fire. If it is a practice, you will have been told about it.

If it is known that a student has set off the fire alarm, Sue or Kath will decide whether to evacuate the building.

Fire Procedure

Fire alarms are set off automatically if there is a fire, from the phone system, or can also be activated at specific fire alarm panels.

Raising fire alarm - ring 4000 on any phone, all phones will register fire across the whole site.

If fire sensors are not working, and you see a fire - lift the plastic cover on the box and press hard.

When the alarm sounds, take the following action:

- Evacuate the premises in an orderly manner using the nearest exit and report to the Assembly Point
- Follow the instructions of the Fire Officer
- Walk calmly, do not run
- Do not stop to collect personal belongings
- Do not collect animals from the animal care classroom
- Do not re-enter the building until told to do so by the Fire Officer
- Do not tackle the fire

Fire Assembly Point

If a fire occurs, everyone should assemble outside the poultry enclosure, where a register will be taken.