



Evacuation Procedure

Dear All,

As part of the fire/risk assessment for St Dyfrig's Parish, I wish to bring to your attention the evacuation procedure in case of an emergency.

1. HOW PEOPLE WILL BE WARNED IF THERE IS A FIRE.

In the event of fire an alarm will be given by the blowing of whistles, which are located at the back and front of the Church.



2. FIRE MARSHALL (Ushers) PERSONNEL

Fire Marshalls are allocated a pre-designated area at the front and back of the Church. They will give specific direction to the appropriate fire exits.



Fire Marshalls (Ushers) will co-ordinate the evacuation of the Church and will be identifiable by the bright yellow vest they will be wearing with the words 'Fire Marshall' written on the back.

3. ACTION WHEN THE FIRE ALARM SOUNDS

Fire Marshalls will co-ordinate the evacuation of the building by directing parishioners to the nearest fire exits which are located at the front and back of the Church.



Parishioners are to make their way to the assembly point which is located at the rear of the main car park, next to the Hall Annexe.

(Ushers unclear about their duties should speak to Roland Fletcher for clarification.)

4. WHEELCHAIR USERS

If you are using a wheelchair please use the fire exits located at the front entrance of the Church. These exits accommodate wheelchairs and therefore ease the speed of exit.



5. SUMMONING THE FIRE & RESCUE SERVICE



The minister leading the service is responsible for calling the Fire and Rescue Service, but the Fire Marshalls should confirm with the minister that this has been done.

The above safety arrangements have been put in place to ensure the health and safety of all parishioners and comply with the Regulatory Reform (Fire Safety) Order 2005.

If you have any health and safety concerns you may contact me on the following telephone number 01443- 204496 or e-mail: r.fletcher@open.ac.uk

Roland Fletcher, on behalf of the Health and Safety Team for the Parish of St Dyfrig's