

Fire Evacuation Procedure

When the fire alarm sounds, you **MUST EVACUATE THE BUILDING IMMEDIATELY.**

Use one direction of travel until you are outside at the fire evacuation point.

The fire evacuation point is in Grace Crescent near the football pitch.

You must not stand at the front of the Edinburgh House building as this area will be used by the fire service.

Every week the fire alarm is tested in Edinburgh House. During this test the alarm will sound for only a second or two. You do not need to evacuate when the fire alarm is being tested. You will know when the fire alarm has detected a fire as the alarm will sound continuously.