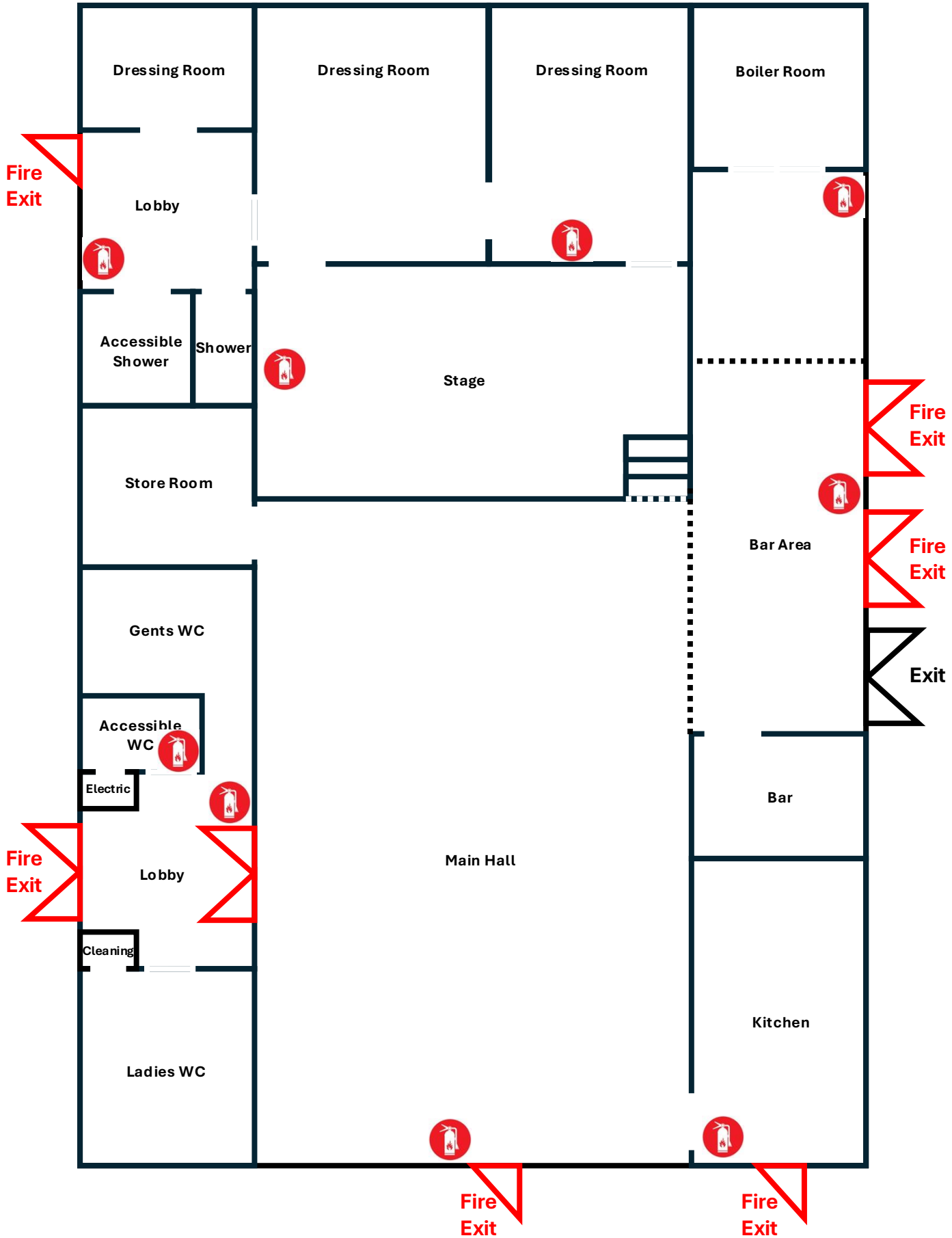


# Fire Escape Plan



# FIRE EVACUATION & EMERGENCY INFORMATION

## Leadenham Village Hall

### **IN AN EMERGENCY – ACT IMMEDIATELY**

If you discover a fire shout **FIRE**  
Activate the nearest break glass call point  
Leave immediately and close doors if safe  
Do not attempt to fight the fire unless trained and safe

### **WHEN THE FIRE ALARM SOUNDS**

Stop all activities immediately  
Leave by the nearest safe exit  
Do not collect belongings  
Assist others only if safe  
**Evacuation is mandatory whenever the alarm sounds**

### **STAGE PERFORMANCES & EVENTS**

Switch on house lights  
Stop performances or music  
Announce evacuation clearly  
Activate alarm

### **EVACUATION ROUTES**

Follow illuminated fire exit signs  
Fire exits must be kept unlocked and clear  
Fire doors must not be wedged open  
Fire escape plans are displayed throughout the village hall

### **ASSEMBLY POINT**

Car Park

### **CALLING THE FIRE & RESCUE SERVICE**

Dial **999** – Ask for **Fire**  
Leadenham Village Hall  
Main Road, Leadenham, LN5 0QB