

Fire Safety – Warkworth War Memorial Hall (2024)

Any person discovering a fire should:

1. **Sound the Alarm.** If not automatically triggered, the alarm can be manually triggered by pressing the button on one of the call points located at external exits.
2. **Call the fire brigade (dial 999 on a mobile phone).**
3. **If safe to do so, attack the fire using appliances provided.**

[If it is felt that the fire or smoke is too dangerous, then the building should be evacuated by one of the fire exits. If considered appropriate and safe, a check should be carried out to ensure that nobody is left behind in the building. If a localised fire has been extinguished, the fire brigade should still be called to ensure there is no residual danger.]

On hearing the alarm:

If there is no sign of fire, whoever is in charge should follow the instructions posted next to the fire alarm panel located in the corridor next to the kitchen. All others should:

1. **Evacuate the building.**
2. **Close all doors behind you.**
3. **Assemble at the Castle Street entrance.**

After evacuation, an assessment should be made as to whether anyone is unaccounted for. Having evacuated the building, no-one should re-enter unless a false alarm is declared or, in the case of an actual fire, without Fire & Rescue Service authority.

Fire Safety Equipment

7 water fire extinguishers - one in each of Kitchen, Supper Room, main Hall, Basement, British Legion Room (1st floor) and 2 located outside the Library (1st floor).

2 CO2 fire extinguishers - one in main hall and one in basement.

1 Fire Blanket in kitchen.

Alarm lights/sounders are located throughout the building.