

# **Fire Safety** – Warkworth War Memorial Hall (2021)

## **Any person discovering a fire should:**

1. Sound the Alarm.
2. Call the fire brigade (dial 999 on a mobile phone).
3. Attack the fire, if safe to do, so using appliances provided.

[The alarm is manually triggered by one of 3 call points located in the vestibule (outside the doors to the main Hall), on the 1<sup>st</sup> floor (outside the Library) and in the basement (next to the emergency exit). The alarm may also be automatically triggered by a Heat Detector located in the kitchen. 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:**

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 without Fire & Rescue Service authority.

## **Fire Safety Equipment**

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

1 powder fire extinguisher in basement.

1 Fire Blanket in kitchen.

The fire alarm panel is located in the corridor next to the kitchen. Instructions for silencing alarms are next to this panel. Alarm sounders are located next to the fire alarm panel, in the main Hall, outside the Library (1<sup>st</sup> floor) and in the basement. Smoke detectors and Carbon Monoxide (CO) detectors are located in the Supper Room, the basement and the Library. A combined Smoke/CO detector is located in the British Legion Room. These Smoke and CO detectors provide a localised alarm, but will not trigger the primary fire alarm described above.