

EPKVH (East Preston & Kingston Village Hall)

Fire Action Plan

If you discover a fire or the fire alarm sounds:

- 1 Operate the nearest fire alarm point located adjacent to each exit.**
- 2 Leave by the nearest Exit.**
- 3 Call the fire brigade by dialling 999 or 112.**

You are located at:

**East Preston and Kingston Parish Hall
52 Sea Road
East Preston
BN16 1LP**

- 4 Report to the Assembly Point in the Car Park, beside the toilets.**
 - 5 Do not stop to collect your belongings.**
 - 6 If possible, check that no-one remains in the building, including the toilets and kitchen.**
- DO NOT EXPOSE YOURSELF TO ADDITIONAL DANGER.**
- 7 Notify the Premises Manager (07493 526210) or the Chairman (07939 482705) that the Fire Brigade have been called to East Preston and Kingston Village Hall.**

END