

FIRE ACTION NOTICE

ACTION TO BE TAKEN ON DISCOVERING FIRE IN YOUR HOME

1. Immediately shout 'FIRE' to alert others in the flat.
2. Evacuate the flat, closing the main entrance door as you leave.
3. Dial 999 and notify the emergency services.
4. Make your way outside the block and stay out.
5. Await the Fire and Rescue Service and give any details regarding the fire on their arrival.

ACTION TO BE TAKEN ON DISCOVERING FIRE IN THE COMMUNAL AREA

1. Immediately shout 'FIRE' to alert other persons nearby in the communal areas.
2. Dial 999 and notify the emergency services.
3. Evacuate the block if it is safe to do so however if your path is blocked by fire or smoke return to your dwelling.
4. Await the Fire and Rescue Service and give any details regarding the fire on their arrival.

KEY EVACUATION NOTES

- If the fire is not in your flat you may adopt a '**stay put**' policy and remain in your home unless instructed to leave by the Fire and Rescue Services
- If staying put close all doors and windows within your flat stay visible to the emergency services by standing near a main window, or on a balcony area (where safe to do so)
- If you are trapped by fire within your flat move to a safe room and pack sheets/towels at the bottom of the door to block smoke. Stay near an open window to breath fresh air, or gather on a balcony if available, and await the emergency services
- If you are alerted to a fire within the block and decide to evacuate your home care should be taken to ensure that your exit route is not blocked by fire or smoke, stay low below the smoke level where necessary