

Kircubbin Sailing Club

Fire and Evacuation Procedure for Able & Disabled Persons

- 1. On discovering a fire, if the alarm is not already sounding, break Glass on a fire alarm activation point.**
- 2. Call Fire Brigade on 999 clearly stating Kircubbin Sailing Club, 106, Shore Road, Kircubbin, BT22 2RP.**
- 3. Person in charge to arrange evacuation of all persons in the Club, Identify any disabled person and assign a 'Buddy' to assist them.**
- 4. They must be directed to the Fire Escape door away from the fire, and should assemble on the Patio area in front, but away from the Clubhouse, so as not to hinder the Fire Officers. Person in charge to ensure all persons have been evacuated from the club.**
- 5. Person in charge to send a competent person (preferably) a Bar Team or Committee member to open the Automatic Entrance Gate and isolate the gate in an open position to admit the Emergency Service Vehicles.**
- 6. The Fire Brigade recommend that anything bigger than a waste bin fire should be left for them to deal with. If person in charge decides that an attempt should be made to extinguish the fire, this should only be attempted by someone who is confident and trained in the correct use of fire extinguishers. Water extinguishers should never be used on Electric or Oil fires. Never put your own life or others in danger whilst trying to extinguish a fire.**
- 7. Person in charge to liaise with Fire Officer on arrival.**
- 8. No person should be allowed to re-enter the Club until the Fire Officer says it is safe to do so.**