

Carronvale House

FIRE SAFETY REGULATIONS - GUESTS

Please read the fire and emergency procedure notices located in your room as soon as possible after your arrival and advise all group members to do so also. It is the responsibility of group leaders to ensure their entire group can safely evacuate from bedrooms allocated.

When courses consist of young people under the age of 18 years, course leaders must be allocated rooms throughout the building to enable them to exercise a supervisory role during all of their stay. Individual leaders should be allocated rooms for which they are responsible. If any of your group has special needs, please let us know in advance of arrival. We can assist and advise regarding a Personal Emergency Egress Plan. A completed and accurate room list is required on arrival, but ideally before you arrive.

IF YOU DISCOVER A FIRE

- Sound the alarm by operating the nearest 'Break Glass' alarm.
- Leave the building by the shortest, safe route and make your way to the fire assembly point on the side lawn.

IF YOU HEAR THE FIRE ALARM

- Leave the premises by the shortest safe route and make your way to the fire assembly point on the side lawn.

During sleeping hours

If you have been made responsible for a room or rooms, rouse the persons occupying the rooms and escort them from the House using the shortest, safe route and make your way to the fire assembly point on the side lawn.

At the assembly point

The person responsible Organiser will take a roll call on the side lawn and report to the duty Manager/fire marshal.

DO NOT RE-ENTER THE HOUSE UNLESS THE DUTY MANAGER HAS ADVISED THAT IT IS SAFE TO DO SO

FIRE SERVICES

The House alarm system is connected to the Fire Station so the Fire Brigade will be automatically summoned

YOUR RESPONSIBILITIES

Know all exits and escape routes from the premises
Know how to operate the fire alarm (Break Glass Points)
DO NOT delay departure to collect personal belongings
DO NOT shout or run as this causes panic