

# THAMES VIEW INFANTS FIRE INSTRUCTIONS

WHAT TO DO IF YOU DISCOVER A FIRE?	RAISE THE ALARM	How: Break glass at the nearest Fire Point
	TACKLE THE FIRE	Only if you have been trained <b>(IF IN DOUBT GET OUT)</b>
	CALL THE FIRE BRIGADE Office staff	* Dial 9-999 * Ask for Fire Brigade * "there's a fire at Thames View Infants School IG11 OLG"
How to get out	<ol style="list-style-type: none"> <li>1. Line up children at door.</li> <li>2. Lead class from the classroom.</li> <li>3. Use the nearest fire exit.</li> <li>4. If the nearest exit is blocked by fire use another exit.</li> <li>5. Assemble at Assembly Point.</li> </ol>	
Fire Wardens	Yr 2 Corridor TA Yr 1 Corridor TA Yr R Corridor TA Staff Corridor Admin	<b>Check your area, make sure everyone is out, and go to the assembly point.</b>
Assembly Point	Fire: KS1 playground	Bomb: Back of KS1 Field
Roll Call	<ol style="list-style-type: none"> <li>1. Attendance Officer(am) Admin(pm) to give register to class teachers</li> <li>2. Teachers take Roll Call of all children in their care and raise hand to indicate when they are all accounted for</li> <li>3. Attendance Officer(am) Admin(pm) to be notified of any child absences, which will be checked against the pupil signing in/out book</li> <li>4. Admin to take account of adult visitors, which will be checked against the visitors' signing in/out book.</li> </ol>	
Lease with the Fire Brigade	Paul Jordan / Claire Smith / Kelly Ager	