



LEICESTER TORIS EAST PARISH COUNCIL MEMBERS	
OWEN DESIGN ARCHITECTS ARCHITECTS	
ALTERATIONS TO THE PARISH HALL	
PROPOSED GROUND FLOOR	DATE: 13/11/02 DRAWN BY: G

REV G Multiple additional fire doors to be added, full egress doors to be added from lightland
 REV H Fire door, door moved
 REV I General additional info.
 REV J General additional info.
 REV K General additional info.
 REV L General additional info.

SCALE - metres

FIRE

1. In the event of a fire, the person in charge of the hall or function will instruct all persons to leave the building, using the nearest available exits.
2. MEETING POINT/FIRE ASSEMBLY POINT – GATE LEADING INTO THE CAR PARK

2. CALL THE FIRE BRIGADE

DIAL 999 and give this address – the Parish Hall,
Kings Drive, Leicester Forest East, Leicester LE3 3JD

3. Attendants should ensure that once the hall has been evacuated, members of the public do not re-enter the building to collect personal belongings etc.
4. On arrival of the Fire Brigade, the person in charge should report to the Officer in Charge that all persons are safe, or should inform him/her of their last known position.
5. Attendants should only attempt to extinguish the outbreak using the fire appliances if it is considered safe to do so.