

## Latus Fire Evacuation Plan

### 4.4 TENNIS AND BOWLS CLUBS' RESPONSIBILITIES IN EVENT OF FIRE

The Tennis and bowls clubs are to ensure that all of their members are aware of actions to take in the event of fire. These are to be in accordance with the fire evacuation plans in Section 4.1 of this document. The following fire safety note is to be displayed in the tennis court areas, near the tennis club coach's office and in the Bowls Clubhouse Cabin.

All individuals using tennis/ bowls clubs facilities are to be aware of the actions in the event of fire, as below:

#### ACTIONS IN THE EVENT OF FIRE IN BUILDINGS

- On being made aware of fire buildings, play is to cease immediately
- All Players, spectators and visitors are to move to the muster point at the end of the ground, adjacent to the Groundsman's shed, by the safest route, maintaining a safe distance from the building. This may require personnel to walk across the playing fields
- No cars are to be driven out of the ground
- All personnel are to remain at the muster point until given permission to leave by the emergency services or by the Hull Sports Centre senior staff member

#### ACTIONS IN THE EVENT OF FIRE IN THE TENNIS COURTS/COACH'S OFFICE/ BOWLS CABIN

- Those noticing the fire should make others aware and raise the alarm. This can be done in the short terms by shouting 'FIRE, FIRE, FIRE'
- Play is to cease immediately
- All personnel are to ensure the staff in the building are made aware of the fire. Staff will raise the alarm in the building and will call the emergency services
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- All personnel are to remain at the muster point until given permission to leave by the emergency services or by Hull sports Centre senior staff member
- Personnel are not to return to the tennis/bowls area until told it is safe to do so by a competent authority.

#### ACTIVITY CO-ORDINATOR RESPONSIBILITIES

- Activity co-ordinators should act in accordance with the guidance given at the centre
- They should:

Ensure that their area of responsibility is evacuated of all personnel

Account for all personnel at Muster Point

Report, when called upon, to ensure the senior staff member at the Muster Point to inform them the area is evacuated

Managed their personnel, particularly vulnerable people, at the Muster Point

HSC/FIRE SAFETY SYSTEM

