



## **SHTC Emergency Evacuation Procedure May 2019**

In the event of a fire or a suspected fire the club house must be evacuated.  
There is a fire alarm in the club house. If a fire is discovered the alarm must be activated and emergency services must be called using 999.

### **Evacuation Procedure**

There are two escape routes to the clubhouse via the front door and the back door which is located adjacent to the kitchen. If there is a fire in the kitchen the front door must be used for evacuation. Members should turn left out of the front door and assemble as far away as possible from the club house on the cricket field.

A fire extinguisher is located on the wall of the clubhouse and is maintained annually.

### **In the event of a fire;**

- Everyone must immediately leave the clubhouse in an orderly fashion
- Assemble on the cricket pitch as far away from the clubhouse as possible
- Check the changing rooms and toilets to ensure no one is using the facilities or are trapped inside.
- Call emergency services and report the fire
- Contact a committee member to report the incident