



## LODGE FIRE PRACTICE NOTES

The Lodge has a simple layout so it is easy to explain what to do in the event of a fire. The Fire Alarm is very loud in all areas of the building and will be familiar to children who do fire practices at school on a regular basis.

**Please take time to read the Fire Notes on the inside of the doors before talking through the fire procedure with members of your group.**

In the event of fire everyone must vacate the building, assemble outside and wait to be counted. You must, therefore, know the exact number of people in your group at all times.

The Lodge is basically divided in half by the fire door half way along the central corridor. In the event of a fire, people should leave in an orderly and quiet fashion through the nearest exit. If the fire is between them and the nearest exit, then they will have to leave the building via the other exit.

At night people should ensure that their room mates are awake before leaving and should grab a coat/jacket or something to keep warm. However everyone should be discouraged from taking any personal possessions with them.

The **assembly point** for the Lodge is in the car park at the furthest point from the building (sign on pine tree).

You may wish to conduct a **simulated fire drill**. To do this talk through the principles of the drill thoroughly with the group and send them to their rooms to put on suitable clothing and footwear. Make sure you have discussed the need to be quiet, the need to walk and how and where to gather to be counted. After a short time sound an 'alarm' - a whistle can be used for this - and observe the group moving in an orderly fashion to the assembly point.

Thank you