



WAVENEY GYMNASTICS CLUB

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PROCEDURE IN THE CASE OF A FIRE

IF YOU DETECT A FIRE, BREAK THE GLASS AT THE NEAREST BREAK POINT AND RING THE EMERGENCY SERVICES ON 999 IMMEDIATELY

- Take your gymnasts out of the building through the nearest fire exit door in a calm and controlled manner.
- **DO NOT** go into the changing rooms to collect other items.
- Assemble at the collecting area on the **GRASS AREA OPPOSITE THE MAIN ENTRANCE** if required, a key for the side gate is located next to the fire exit of the far end of the training hall)
- Line up in an orderly fashion.
- Check that all your gymnasts are present.
- Report to the **HEAD COACH OR ACTING HEAD COACH** of anybody who is missing.
- **DO NOT** return into the building until instructed to do so.
- Check for any signs of damage to the facility on returning.
- Keep clear of any emergency services that may be called.
- Remain as calm and controlled as possible at all times.
- Any other people present in the building at the time should follow the same procedures and line up in an orderly fashion with one person taking responsibility to report to the person in charge at that time.

Thank you for you anticipated co -operation

DIRECTORS AND MANAGEMENT OF WAVENEY GYMNASTICS CLUB

Revised by	Hazel Densham	Revision 2	February 2024
Approved by			