

Saint George Catholic VA College

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Emergency Evacuation Procedure:

When evacuating the premises in an emergency please follow the procedures listed below:

- 1: Turn off lights, close windows and doors when leaving the sports hall, main hall or classroom.
- 2: Exit the premises immediately via the designated fire exit from your area.
 - a: Sports Hall: exit via sports hall fire doors
 - b: Gymnasium: exit via gymnasium fire doors
 - c: Main Hall: exit via main hall fire doors
 - d: Classroom: Room 3 & 4 exit via main school entrance or side door.
 - e: All Weather Pitch: exit via pitch entrance gate or side gates.
 - f: Playing Field/Football Pitch: exit area and go to assembly point.
- 3: **ALL USERS** to report to the top playground/tennis courts and register yourself and all club members with a member of the college site team.

PLEASE UNDER NO CIRCUMSTANCES

Return to the building until instructed to do so by the site caretaker or college manager.

