

FIRE PRECAUTIONS

As 'Hirer' of facilities at St. Mark's Church Hall or as the Agent for the Hirer, you are responsible for the safety of all those using the premises during your period of hiring, to which end you are required to ensure that for the whole period of hiring there is a responsible person who will take charge in case of emergency. That person must ensure that he or she is fully conversant with the position and operation of all fire fighting equipment and fire doors.

It is required by the **Dorset Fire Brigade** that a minimum of two competent adults must be present and clearly instructed in their duties in the event of an emergency. You must therefore ensure that you comply with this requirement.

You should note that in the event of an emergency, the first priority is to evacuate the building. For purposes of checking complete evacuation, all persons should be instructed to assemble in the car park. To this end it would be advisable to keep a full written list of persons present at your event.

Following evacuation, in the event of fire, the Fire Brigade should be called. (*Nearest 'phone is at the Rectory*) Only after having done that is it right to consider taking other steps to contain the fire, and in those circumstances such steps should only be taken if there is no risk of injury.