



FIRE INSTRUCTIONS

STAFF FIRE NOTICE

A member of the staff discovering a fire shall, at once, inform the Manager.

The Manager will give instructions for the Fire Service to be called immediately.

The Manager will give the staff emergency signal, on receipt of which all staff will move quietly to their pre-arranged posts and duties - including the lowering of the fire curtain, where provided.

If the Manager decides to evacuate the premises, he will have the house lights raised and will address the public, following which all exit doors are to be opened and the public encouraged to leave quickly and quietly.

Discretion must be used as to whether to tackle a fire whilst an audience is present. Smouldering of a very small outbreak may be quickly smothered without disturbance but nothing must be allowed to alarm the public who, if at all possible, should remain unaware of an incident.

On no account must fire hose be run out in view of the public, whilst they are in the building.

Never mention the word "FIRE" in the hearing of the public.

The staff emergency signal is



This signal must not be divulged to any person not employed on the premises.

**Further advice on the above notes can be obtained freely on request to:
The Chief Fire Officer, Cheshire Fire Service, Fire Service Headquarters,
Winsford, Cheshire CW7 2FQ.**