



# Fire Action Notice for Residents

## Attention Residents:

In the event of a fire, please follow the instructions below to ensure your safety and the safety of others:

## Immediate Actions:

### 1. Raise the Alarm:

- Activate the nearest fire alarm call point.
- Alert others by shouting "Fire! Fire! Fire!"

### 2. Call Emergency Services:

- Dial 911 (or your local emergency number).
- Provide your name, address, and details of the fire location.

## Evacuation Procedure:

### 1. Evacuate the Building:

- Leave the building immediately by the nearest safe exit.
- Do not use elevators. Use stairways only.
- Close doors behind you to prevent the spread of fire.

### 2. Assist Others:

- Help those who may need assistance, such as elderly or disabled individuals.
- Ensure children are safely evacuated.

### 3. Assembly Point:

- Gather at the designated emergency assembly point: [Insert Assembly Point Location]
- Do not leave the assembly point until accounted for.

## If You Encounter Smoke or Fire:

### 1. Stay Low:

- Crawl low under the smoke to avoid inhalation.
- Cover your mouth with a cloth if possible.

### 2. Use an Alternative Exit:

- If your primary exit is blocked, use an alternative route.



- Do not re-enter the building for any reason.
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#### **If You Are Trapped:**

##### **1. Seal the Room:**

- Seal doors and vents with wet cloths to prevent smoke from entering.
- Signal for help by waving a cloth or flashlight at a window.

##### **2. Call for Help:**

- Call emergency services and inform them of your location.

#### **Post-Evacuation:**

##### **1. Do Not Re-Enter:**

- Do not attempt to re-enter the building until it is declared safe by the fire department.

##### **2. Report to Officials:**

- Inform the fire department or building management of anyone missing or in need of assistance.

#### **Important Contacts:**

- **Fire Department:** 999
- **Building Management:** YMCA Worcestershire:
- **Local Police:** 999

#### **Additional Information:**

For more details on fire safety procedures, please refer to the fire safety notices posted in common areas or visit our website at

<https://ymcaworcestershire.org.uk/>

Your cooperation and adherence to these procedures are crucial for ensuring everyone's safety. Thank you for your attention and prompt action in the event of a fire.

**Building Management YMCA Worcestershire**