



Parish Church of St Matthew

FIRE SAFETY

FIRE SAFETY NOTE TO HIRERS OF CHURCH PREMISES

As the person responsible for hiring the church premises you must:

- Note the fire exits and brief all those using the premises with you.
- Arrange a meeting point in case of evacuation – for the hall this should be the car park – and brief others.
- Know how to use the fire extinguishers.
- If you discover a fire, evacuate your group.
- Inform others if you discover a fire (note – there is not a fire alarm in the building).
- Phone the emergency services if you discover a fire use a mobile phone or go to the shop opposite (Kiosk) or the bungalows in the car park.
- If you discover a fire, close doors to contain the fire.
- Do not leave naked flames (eg candles) unattended.
- Turn cookers off at the mains after use.
- Keep cloths away from the cooker.
- Children must not be allowed in the kitchen.
- Do not use auxiliary heaters unless provided by the church.