



## Evacuation & fire safety



### Emergency procedures

In the event of fire, hazardous material emergency, or when the building alarms are activated, Residents should evacuate the building and gather at the predetermined assembly areas – away from the incident.

If you think you will have issues with evacuating to the assembly areas, please let us know in advance of an incident and we will arrange to advise Emergency Services to attend your apartment to evacuate you.

An emergency is an unforeseen situation that threatens the safety of employees, workers, Residents, guests and the general public. It may cause physical, emotional, or environmental damage.

Emergencies may be natural or man-made.

It is suggested that, in all emergency situations, the following activities should be performed:

- ◆ When an emergency is in progress, assess your personal risks first.
- ◆ Always contact emergency services if necessary (dial 000).
- ◆ Remove affected people from immediate danger.
- ◆ Alert others of the situation.
- ◆ Do not take any action that will further exacerbate the nature of the emergency or increase the risk of injury.
- ◆ Perform an evacuation of the area/building if necessary, and only if it does not further compromise safety.
- ◆ As you exit, ensure fire doors close behind you.
- ◆ Do not use lifts.

## **If a fire alarm is activated,**

### **You must:**

- ◆ Evacuate the building. Never assume it is a false alarm.
- ◆ For those who have nominated that they will need assistance, remain in your apartment to await Emergency Service Personnel.
- ◆ Evacuate to the Assembly Areas marked in the map on the previous page.
- ◆ Do not cross back through the building if you are in the car park or outside areas of the podium use a secondary Assembly Point.

## **Fire safety**

Each home in the village is fitted with smoke detectors to alert Residents and neighbours in the event of a fire.

These should be checked regularly to ensure that they are operational. The smoke alarms fitted are hard-wired with battery back-up.

Please contact Reception if it emits a long, slow beep, as this may indicate that the battery needs changing.

### **Fire safety tips:**

Read instruction books and warning labels.

Do not store dangerous and flammable items.

If you have a fire blanket and/or a fire extinguisher, please only use it if you are very confident in its operation. If you are not trained in their use, you can make things worse.

## **Are you aware of where your closest Emergency Assembly Point is located?**

- ◆ Familiarise yourself with your nearest Fire Exit and Assembly Point.
- ◆ Plan the evacuation of your household.
- ◆ Please never assume that the alarm is false.
- ◆ Again, know exactly where your closest Emergency Assembly Point is located.