

FIRE NOTICE PROCEDURE

If there is a fire in your home:

- Shut the door of the room on fire and leave your flat, shutting the front door behind you.
- Do not use the lift.
- Go to the nearest fire escape following the green/white “running man” signs.



- If you can't use the stairs, stay on the landing or in another communal space. Make sure the door and windows to the corridor or communal room are closed behind you.
- Pull the cord on one of the Tunstall Alarm units located in the communal areas and report the fire. Advise the operator that you have left your flat, tell them where you are located and ask them to alert the fire brigade.
- If you leave the building, make your way to the front of the building, away from any car parking area.
- Make yourself known to the emergency services when they arrive and tell them where the fire is.
- Do not re-enter the building until you are told it is safe to do so.

Fire elsewhere in the building:

- If you hear the communal fire alarm when you are in your flat or if you notice a fire in a communal area, pull the cord on the nearest Tunstall alarm unit to advise the operator of the situation.
- Stay in your flat or in the communal space, ensuring that all windows and doors are closed. Do not move from your secure area until you are told it is safe to do so by the emergency services.