

St Mary's Church

Church Road
Stretton
Burton on Trent
DE13 0HD



Fire Evacuation Procedure

1. A copy of this Fire Procedure should be prominently displayed on the two main doors to the church, in the vestry and the office.

2. **On discovering a Fire**

Any person who discovers a fire, or has reason to suspect that a fire has started, should immediately raise the alarm, by shouting "Fire!" Inform anyone else in the building, particularly any key holder.

3. **Attacking the Fire**

Use the fire extinguishers, located as noted below only if it is safe to do so, and you are trained to do so.

4. **Calling the Fire Service**

(a) If a church service is in progress, the Service Leader will ensure that the Fire Service are called.

(b) If you are on your own, please ring 999 and ask for the Fire Brigade. The church address is: Church Road, Stretton, DE13 0HD.

5. **Evacuation**

(a) When the alarm has been raised, leave the building in an orderly manner as directed and assemble on the Church Hall field.

(b) Service leader to ensure wheelchair users and disabled people are assisted

(c) All doors should be closed and the lights switched off, if safe to do so.

(d) Stay on the Church Hall field until told otherwise.

Fire extinguishers

Fire extinguishers are kept in the following locations:

Location	Type of extinguisher and capacity
Office	CO ₂
Prayer room / Vestry	Hydrex
North & south porch	Hydrex by south door; CO ₂ by north door
Church Kitchen	fire blanket
Organ	CO ₂
Behind altar	Fire blanket & Hydrex
Church hall	Fire blanket & extinguishers

The extinguishers noted above are checked annually by the Church Wardens to ensure that they are still in place and have not been discharged.

The extinguishers noted above are checked annually by:

Chase Fire Protection Ltd