

Newnham Club Room

Fire Emergency Procedures.

The Committee require that ALL PERSONS hiring or using the Clubroom must familiarise themselves with the following Emergency Procedures and Regulations.

All means of escape, i.e. Exit doors, must be kept free from obstruction at all times.

No naked lights, candles or fireworks are permitted at any time.

Smoking is NOT permitted within the building or grounds at anytime. Smoke detectors are located in the main hall and ancillary rooms.

In the event of a fire being detected ALL PERSONS must evacuate the building IMMEDIATELY by the nearest EXIT door.

Only use the fire equipment provided if the fire is small and you feel competent in using the equipment.

Please notify the Emergency Services (Fire Brigade) immediately, our location is:-

Newnham Clubroom
Newnham Road
Newnham
Hook
RG27 9AE

Fire extinguishers are located at both Exit doors and in the Tea Point.
There is also a Fire Blanket located in the Tea Point to the left of the sink.

Evacuation assembly points are:

Firstly – Front car park by Parish Notice Board.

Secondary – Pavement to the right of the site at Kingsbridge Copse.

First Aid and Other Regulations.

A first Aid box is located in the Tea Point. Use of any items must be reported to the Booking Secretary.

A record of all accidents and first aid incidents must be reported to the Bookings Secretary as soon as practical who will record the event in the Accident Book.

End