

# COVID-19 FIRE EVACUATION PROCEDURE



As the University implements new measures to prevent the spread of COVID-19, Fire Evacuation will continue to be a critical area of safety that will be maintained to the highest standards. Premises Fire Officers and the Estates Directorate have put measures in place to ensure evacuations can be achieved as safely as possible while also adhering to the current health guidelines. In the event of a fire alarm, the following guidance should be followed:



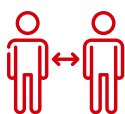
According to current government advice, it is not compulsory to maintain distancing measures during an emergency such as a fire or accident. Social distancing **must not** delay any fire evacuation.



One-way systems may also be disregarded if necessary to evacuate safely. All fire escape routes and exits will operate as normal.



When evacuating University premises, avoid touching any unnecessary surfaces. If you have touched any surfaces, do not touch your face, mouth or eyes until you have washed your hands with soap and water for at least 20 seconds, or have used suitable hand sanitiser.



Once at the designated Fire Assembly point, physical distancing should be adhered to, even among staff who share a workplace. Continue this distancing until you are back in your workplace.



Where external fire assembly point arrangements do not allow for suitable social distancing due to large occupancy numbers and/or limited space available, a crowd dispersal procedure can be implemented whereby all staff leave the site for a set period of time (20 to 30 minutes) until the nature of the alarm is determined. The evacuation team (Evacuation Controller/Evacuation Officer/Evacuation Wardens) should remain at the assembly point to liaise with the attending security guards and update any returning staff.