

## **Fire Safety Reminders - for all members, hirers, and other users of the club**

PMSC General Committee seeks to promote the safety of members and other persons visiting the clubs premises by taking all reasonable steps to identify and assess risks and by adopting appropriate policies and rules aimed at minimizing them.

In accepting membership of the club, or when hiring the club, members and hirers are deemed to have accepted that they have a personal responsibility for ensuring that they and their guests are familiar with and comply with the club's fire safety rules as outlined in these reminders, posted as notices within the Clubhouse and/or communicated from time to time by circulars, in the almanac, or hiring documents.

Cooking, heating and other electrical appliances are potential fire risks – especially if misused – if you are not familiar with any of the clubs systems or equipment do not use them without first seeking advice from a competent person.

Do not cover heaters or place combustible materials on or in contact with them. Ensure that all heaters (except storage heaters) and other appliances are switched off after use.

Smoking poses significant fire risks – you must comply with all 'no smoking' notices and if you do smoke within a designated smoking area in the vicinity of the club you must ensure that all matches and smoking materials are fully extinguished after use.

All members, hirers and other users of the club should familiarize themselves with the escape routes from the premises in the event of fire and ensure that access to them is not blocked by tables, chairs, equipment or personal belongings.

The two 'push bar' escape doors (at the rear of the bar area and at the river end of the games room) must remain unlocked at all times when there are people in the premises.

Fire extinguishers are situated at key locations within the premises – all users of the club must ensure that access to them is not blocked by tables, chairs, equipment or personal belongings.

Anyone discovering a fire should – without risking their own safety - sound the alarm by breaking the glass on one of the red painted fire 'call points' situated by the main entrance and at each of the escape doors, and immediately call the Fire Service.

The assembly point in case of the need to evacuate the building is Pin Mill Common, by the picnic tables. Do not leave the area until your safe escape has been noted.

Do not re-enter the premises after an incident requiring evacuation until it has been declared safe to do so – either by the Fire Service or other responsible person.

**PMSC General Committee, 18 January 2007**