The King's Award for Voluntary Service

Newbury RDA
Newbury Riding for the Disabled
Charity Number: 1121113

FIRE EVACUATION PROCEDURE

Raise alarm by shouting "FIRE" and by using the fire gong.
Make sure everyone on site is aware of where the fire is.

Call the Fire Service (999) and give full address:

Newbury Riding for the Disabled
Wyld Court Stud
Hampstead Norreys
RG18 0TN

Grid Reference: SU 54242 76126
What3Words: hazel.handle.guru

State if any people or horses are trapped

Evacuate all children and adults from buildings:

- From riding school: to main field away from buildings
- From stable block, classroom and office: to Fire Assembly point by brick building near exit to car park

Evacuate all horses to Countryside Challenge field, un-tack and let loose.

When everyone is accounted for, consider evacuating children and their helpers off site.

If safe to do so, move cars off site to give clear access for Fire Service vehicles.

Session leader to liaise with Fire Incident Commander.
Fire Hydrant is in first workshop to left of stables.