

OLDBURY COURT OUT OF SCHOOL CLUBS

Emergency Evacuation Plan

1. Follow current emergency procedures.
2. If it is not safe to go back into the building, we have arranged to use Cunningham Gardens
3. The emergency box will need to be transported by one member of staff and all other staff will need to help the children over to the hall, in small groups.
4. The emergency box will contain:
Confidential essential information files
Registers
Club keys
Plan of the building showing cut off points
Games/pens and paper
5. The emergency box will be located in the cupboard in the entrance

Reviewed:

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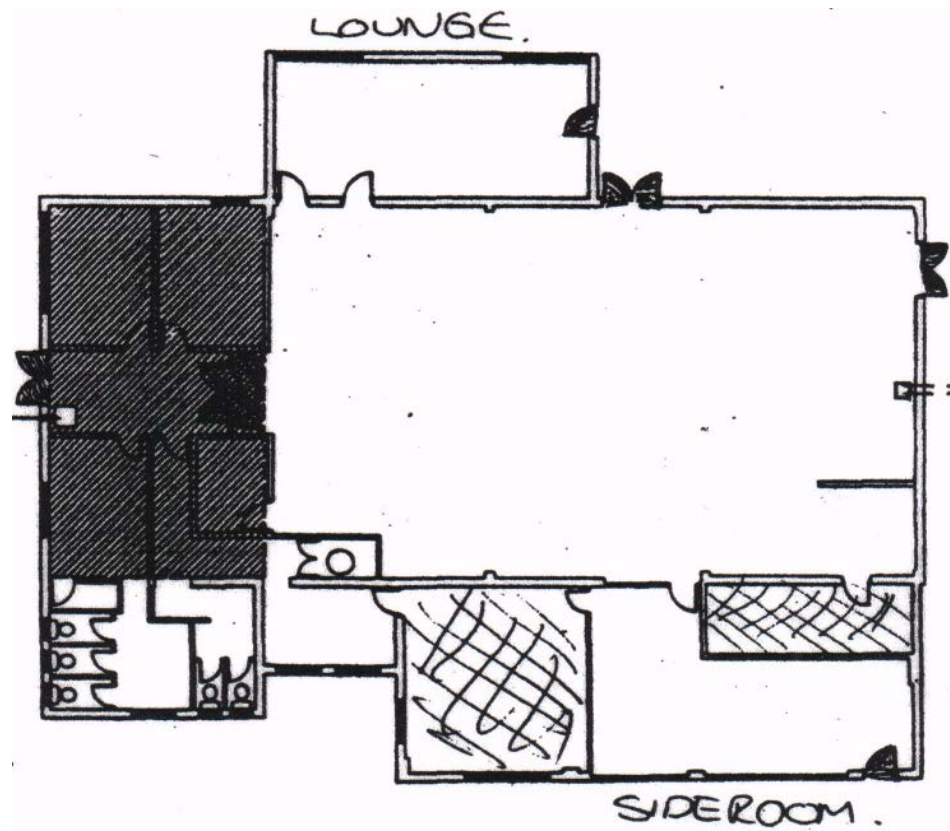
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FLOOR PLAN



PLAN AND FIVE ASIDE FOOTBALL