



Fire safety - guidance for users of our Hall

We want you to enjoy your time here - but also to be safe.
Please read these Fire Safety notes.

If you have any queries please contact the team – enquiries@slindoncoronationhall.com

In the unlikely event of a fire the first action is keep people safe by calmly evacuating the Hall. If you need emergency services call 999 - and note the following

- Our mobile signal is poor – log on to our wifi and use wifi calling
 - CoronationHall password : George6th1937
- Emergency services will want to know location details
 - our post code in BN18 0QT
 - our What3Words location is skidding.plant.bleaching

What you need to know

- The hall does not have an audible fire alarm
- There are two fire exits - lit by automatic green signs.
- There is NO direct exit from the main rear kitchen or rear small meeting/store room
 - There is a third exit via the external door to the left of the stage
- There are 5 fire extinguishers at all key points, (including stage & back kitchen)

Do's

- Familiarise yourself with the two fire exits,
(and point them out to everyone at the start of your event)
 - Main front doors
 - Side door by the servery/bar
- Ensure routes to these fire exits are kept clear at all times
- Take a moment to locate the fire extinguishers
- Ensure interior fire doors are kept closed, not propped open
- Notify the Hall of any electrical devices you bring into the hall
- Sign in to WiFi to ensure a reliable mobile connection

Don'ts

- Naked flames must not be used (including candles)

Before you leave please ensure -

- Main Kitchen : all devices (other than fridge and freezer) must be switched off
- Bar/servery : ensure electric water boiler is off and kettles are unplugged.
- Main Exit doors and Side Exit door by the servery : must be closed and locked
(Rattle to ensure top and bottom locks engaged)
- Ensure all windows closed and lights off (don't forget the loos).