

# Fire / Emergency Evacuation Procedures

(School of Computing, Mathematics and Digital Technology)

- Familiarise yourself with the location of your nearest emergency exit from your teaching room
- On hearing the emergency (fire) alarm leave *immediately* by the nearest exit
- The emergency alarm is a siren which **sounds continuously**
  - An **intermittent** alarm means another section of the building is being evacuated
    - Be prepared to leave the building but do not do so.
    - Do not enter the other sections of the building (there will be illuminated signs above the connecting doors).
  - Ignore the test alarm which sounds at 12.50 each Tuesday
- Do not use lifts to leave the building and close doors behind you
- If necessary, break the glass to release the bolt from emergency exit doors

- The two assembly points are:
  - ***Chester Street***
  - ***Under the Mancunian Way***
  - **Keep clear of the old Oxford Road entrance**
- Only re-enter the building when you have been given the all clear by the Dean or his representative
- Some disabled students will need to evacuate to the designated refuge areas (this will be agreed in advance with the Head of School)
- Please refer to the Student handbook for latest details
  - <http://www.sci-eng.mmu.ac.uk/students/handbook/>