

## Common Parts Fire Action Plan

### Action on Discovery of Fire

Sound the alarm by activating the fire alarm or shouting, “Fire”.

After leaving the building, call the Fire Brigade on 999 and inform them there is a fire at:- **Rivermead Court, Ranelagh Gardens, London, SW6 3SF**

### Action After Hearing the Alarm

Leave the building by the nearest fire exit using the stairs – Do not use the lifts

Close all doors/windows behind you

Do not stop to collect personal items or pets.

Report to the fire assembly point:- **Gardens South End of the Centre Block**

Do not re-enter the building until the Fire Brigade have given permission.

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**Call 999 or 112**