

Fire Safety News

PEEPs – #NoStudentLeftBehind

Recent updates to fire safety legislation highlight the importance of Personal Emergency Evacuation Plans (PEEPs). If you line manage, teach, or support others, please consider whether anyone may need assistance during an emergency and direct them to the University's PEEP process. Where a need has been identified, PEEP's are mandatory.

Visit the [webpage](#) for more information

Do You Know What To Do In a Fire?

Please take time to understand the buildings you use – know your fire escape routes as well as your way in.

Recent issues have included:

People smelling smoke and reporting it by email while continuing to work

While smoke was present, a green emergency door release was mistakenly used instead of a red fire alarm call point in an attempt to raise the alarm.

Know where to find:

- Alternative escape routes
- Red Manual Call Points (MCPs)
- Green emergency door releases

If you see a fire or signs of fire:

1. Activate the nearest red Manual Call Point (MCP)
2. Leave the building immediately

If you smell smoke or something doesn't seem right:

Do not ignore it

Call Community Safety and request an investigation

If the alarm sounds:

GET OUT - STAY OUT - FOLLOW INSTRUCTIONS

A fire alarm can be reset - no one will be criticised for raising a genuine concern in good faith, but a fire cannot be undone.



RED BREAK GLASS

Raises the fire alarm.

- Alerts other people to danger
- Triggers the building fire alarm
- Starts the evacuation process

Use if you discover a fire or signs of fire.



GREEN BREAK GLASS

Opens the door.

- Releases the door locking mechanism
- Allows escape through the door
- Does NOT raise the fire alarm

Use to get out in an emergency when the alarm has already sounded.

Fire Safety Training & Further Information

Fire Safety Training is available via Moodle for new starters and anyone requiring a refresher.

- Training webpage link
- Ask for Health and Safety Advice link

Emergency Assistance (24/7):

Community Safety Internal 22222 External 024 7652 2222

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