



UWA Sports Park Soccer / Baseball Pavilion Building Evacuation Guidelines

The Soccer Baseball Clubrooms evacuation is not **NOT AUTOMATED** so you will be required to evacuate on identification of a hazard and direction from event staff.

Members, Students and Visitors

- ❑ **You will be requested to evacuate the building by an event Fire Warden.**
- ❑ **Please remain calm and make your way to the nearest possible safe exit –** Event / Club Staff will direct you to the appropriate exit and assist where necessary.
- ❑ **Once outside the building you will be directed to the playing fields as a mustering venue** located in front of the Clubroom or our reserve muster area which is the carpark.

MANUAL EVACUATION PROCEDURE FOR STAFF

Evacuation of the building will be handled by any event staff club office bearers. Other staff members will be required to direct evacuees to the muster point.

Fire Wardens are to check:

1. Main Clubrooms – responsible for evacuating all in the main club.
2. Kitchen – responsible for clearing the kitchen and back storage area.
3. Change rooms – responsible for clearing the change rooms and toilets.

Wardens

- ❑ **Ensure your own safety** before trying to assist others.
- ❑ **Event Staff** are to assist members and users to exit the building safely.
- ❑ **The senior event person / senior Club committee person** is responsible for checking all staff have exited the building area.
- ❑ **In absence of the above people** any responsible person can co-ordinate the exiting of the building.
- ❑ **Once outside the building please make a safe path to the playing fields as the muster point.**

These are the general guidelines, ensure you try to use common sense in any case of emergency and remember to ensure your own safety before trying to assist others.