

## Fire Safety Guidance for Residents

### Action to Take in the Event of Fire

The car park to the front forms the assembly point.

The evacuation procedure is 'stay in place, should it be safe to do so'.

In the event of a fire in your flat, you should evacuate immediately and call the Fire Service, dialing '999'.

Inform them of the building address: **8-18 Richmond Street, Burngreave, Sheffield, S3 9EA**

If safe to do so, close your flat entrance door behind you.

Do not stop to collect personal belongings.

If you are in any of the communal areas or car park and discover a fire you should evacuate the building immediately and call the Fire Service, dialing '999'.

You should not return to your flat to collect any belongings.

In the event of fire in another flat, you may remain in your flat if you feel it is safe to do so. Each flat is constructed as a 60 minutes fire resisting 'box', to contain a fire to a single flat.

If you are at all concerned call the Fire Service using '999' and request advice. If instructed to leave the building by firefighters, follow their instructions immediately.

There is a single stairway available for means of escape – it is important that this area is kept clear; no storage is permitted in the stairway.