



Population Wellbeing

Housing Services

Fire action advise to residents and visitors for block of flats

Actions to take in the event of a fire.

Check your smoke alarms regularly, report any faults immediately to housing repairs on freephone 0800 0147 333

- We have a **stay put** policy in place and the Fire Service has been notified. This means that unless the fire is in your flat you should stay in the flat. If there is a need to evacuate the Fire Service will supervise this.
- If you discover a fire raise the alarm immediately by calling 999 and ask for the Fire Service.
- If the fire is in your flat, get out immediately taking all other occupants with you, then call 999.
- Close all doors and windows on the way out if safe to do so
- Do not use lifts
- If a smoke alarm goes off and there is not a fire in your flat, do not open any doors that feel warm, get everybody in one room and close the door. Call 999
- If possible seal the bottom of the door with wet towels, bedding, etc.
- If you are near the window open it to get air and to let emergency services see you

Things to check at night before you go to bed

- Close all internal doors to stop a fire from spreading
- Switch off electrical heaters, blankets, TVs, and other items that do not need to run all night
- Put out cigarettes and any candles safely
- Make sure exits are clear
- Keep door and window keys where everybody can find them