

LIVERPOOL HOPE UNIVERSITY

GENERIC EMERGENCY EVACUATION PLANS FOR VISITORS TO THE FRANCES MARY LESCHER (FML) BUILDING

For visitors that might require assistance during an emergency evacuation, the following information is designed to provide guidance on how to reach a place of relative safety whilst on University premises.

Visitors who are deaf, blind or partially sighted should make themselves known to staff on arrival so specific assistance can be provided where necessary.

Deaf Alerters handsets are available on request. This document is available in alternative formats and full tours of the building can also be provided upon request.

REMEMBER;

- If you will be working alone, please let reception staff, your university host or campus operatives know on arrival
- familiarise yourself with all of the escape routes as soon as reasonably possible on entering the building
- Evac Chairs are used as a means of assistance above ground floor, all campus operatives are trained in the use of Evac Chairs.

On activation of the fire alarm:

All automatic exits and pass controlled areas will open. **Do not use the lifts.**

From the Ground Floor

Leave the building by the nearest designated fire exit and go to the nearest Assembly point.

Your nearest suggested assembly point is the

- Conference Centre Lawn OR

- to the side of the Lecture Theatre Complex next to the Security Lodge, both are clearly signposted.

Fire Marshals should be clearly identifiable and will guide you in the event of an evacuation.

First Floor

Make your way to the nearest designated refuge point, which is located on the main stairwell towards the centre of the building near rooms **121-122**.

Use the communication button to make contact with the Security Lodge and await further instruction.

First Floor (AJB Building)

Make your way to the nearest designated refuge point, which is located on the stairwell landing, through the double doors past the disabled lift.

Second Floor

Make your way to the nearest designated refuge point, which is located on the main stairwell opposite the lift.

There is also an additional refuge point on the far stairwell near rooms **212- 213**.
Use the communication button to make contact with the Security Lodge and await further instruction.

Third Floor

Make your way to the nearest designated refuge point, which is located on the main stairwell opposite the lift.

There is also an additional refuge point on the stairwell at the opposite end of the corridor near room **308**, this area is accessible via a ramp.

Use the communication button to make contact with the Security Lodge and await further instruction.

Fourth Floor

Make your way to the nearest designated refuge point, which is located on the main stairwell opposite the lift.

Use the communication button to make contact with the Security Lodge and await further instruction.