

# St Kevin's College Hostel

## Emergency Evacuation Procedures for Hire Groups

- All onsite adults with hire groups are to respond to the alarms.
- The alarms are automatically connected to the Fire Department.
- The fire alarm will instruct people to evacuate the building.
- If a fire alarm sounds adults and students are to evacuate the dormitories via the nearest Exit immediately. If safe adults should check dorms to ensure students have evacuated the buildings.
- The assembly point is in the car park at the rear of the Redcastle.
- A roll call is to be done of all adults and students to confirm their presence
- The alarm map for the hostel is outside the office at the north end of Waterford House. This will indicate which dormitory the alarm has been triggered in.
- Guests are to remain outside of the dormitory until the fire brigade arrives and determines it is safe to enter.
- Phone Justin Fowler the Director of Boarding on 027 426 5370 and inform him of the alarm.

### SKC Hostel - Evacuation map

Showing the evacuation assembly area in the car park to the west of Redcastle

Showing the Fire alarm control panel located at the north end of Waterford House

