



Murphy's Farm, Curraheen Estate, Bishopstown, Cork. • Eircode T12 EK57
Tel: 021-4544068 • Email: secretary@stgab.ie
Roll No: 20074R

FIRE DRILL

Upon Hearing Fire Alarm

1. Immediately cease current activity.
2. Assemble children at classroom door.
3. Close any open windows.
4. Leave room as soon as possible via indicated exit.
5. Close door.

If any child is refusing to move, leave child with staff member, the Safety Officer and other staff member will assist to transport the child.

ALL Rooms.

Evacuate building via nearest emergency exit and assemble at the appointed assembly point for your class.

Multi-Disciplinary Team Members.

Evacuate building via nearest exit and provide assistance to any pupils / staff who require it.

NOTES

- Whilst the building is being evacuated, the Safety Officer and other staff member, (appointed by the Safety Officer on the day) will check the building **together** starting at Class 1.
- The Receptionist will take roll call of pupils and staff in the yard(s).
- **In the event of a serious fire, the Safety Officer will direct staff and pupils to evacuate the school yard and move away from the building to where the school buses park.**