

GRASSINGTON TOWN HALL

FIRE OR OTHER EMERGENCY EVACUATION PROCEDURES

In the event that there is an emergency need to evacuate the Town Hall building, there are 2 designated fire exit routes from each of the 3 main rooms within the building.

Please would anyone who might need assistance to leave the Town Hall premises make themselves known to the organisers before the start of the event or activity they are attending

1 MAIN HALL

There are 2 designated exit routes from the Main Hall (theatre).

1.1 Via the double doors at the rear of the Main Hall (when facing the stage) into the foyer/bar area, turn right and take the main stairway left down to the front building exit doorway. If the door is secured, the lock is released using the red circular sensor to the left side of the door, and the door can be opened using the push-bar. After exiting the building, make your way from the front of the Town Hall across Moor Lane to the emergency assembly point in Chapel Street (approx. 40 yds), taking care to ensure your safety from possible traffic hazards

1.2 Via the door immediately to the left of the stage as viewed from the seating area, cross the Moor Lane corridor and leave the building through the Moor Lane exit doorway. If the door is secured, the lock is released using the red circular sensor to the left side of the door, and the door can be opened using the push-bar. After exiting the building, make your way to the right (uphill) along Moor Lane to the emergency assembly point in the upper village car park on Moor Lane (approx. 70 yds), taking care to ensure your safety from possible traffic hazards

2. OCTAGON THEATRE

There are 2 designated exit routes from the Octagon theatre.

2.1 Via the doorway to the right of the seating area, take the stairway down to the Moor Lane building exit doorway. If the door is secured, the lock is released using the red circular sensor to the left side of the door, and the door can be opened using the push-bar

2.2 Via the stairway behind the curtain to the left of the stage as viewed from the seating area, down to the rear building fire exit doorway. The door can be opened using the push-bar. Continue round the rear of the building to Moor Lane

Using either designated exit route, make your way to the right (uphill) along Moor Lane to the emergency assembly point in the upper village car park on Moor Lane (approx. 70 yds), taking care to ensure your safety from possible traffic hazards

3 JACKSON ROOM

There are 2 designated exit routes from the Jackson Room

3.1 Via the foyer/bar area, turn left and take the main stairway down to the Front building exit doorway. If the door is secured, the lock is released using the red circular sensor to the left side of the door, and the door can be opened using the push-bar

3.2 Leave through the kitchen to the side building fire exit doorway. The door can be opened using the push-bar. Continue down the external steps and to the right round the side of the building to the front of the Town Hall

Using either designated exit route, make your way from the front of the Town Hall across Moor Lane to the emergency assembly point in Chapel Street (approx. 40 yds), taking care to ensure your safety from possible traffic hazards