

City of Canterbury Rhythmic Gymnastics Club

Fire and Evacuation Policy



Our training venue at St Anselm's School Sports Hall have their own Fire/Evacuation policy and expect those renting/using their facilities to follow their guidelines and procedures.

In the unlikely event of a Fire or Emergency Evacuation during a training session or event an alarm will be sounded and Coaches, Gymnasts and Parents must follow and implement the following procedures:

- When a bell sounds all members should be prepared to evacuate. When an alarm (siren noise) sounds coaches will evacuate the area/building to the nearest assembly point: the playground area. The site staff will let the lead coach know when and if it is safe to resume training and enter back into the gym hall.
- If we are not given permission to continue then parents/ guardians/ emergency contacts will be asked to come and collect their child from the assembly point.
- Updates will be sent out via email as to when we will be able to resume trainings.

Be Alert and Don't Panic

Coaches:

- At the beginning of each session registers must be taken and make sure gymnasts are aware of the evacuation procedure.
- When the bell or initial alarm sounds prepare to evacuate the building and wait for instructions site staff.
- If the full alarm sounds evacuate the area/building, pick up the register and escort gymnasts out of the hall via the nearest/safest emergency exit to the assembly point.
- Take the register and inform the site staff if anyone is missing.
- Do not return to the building until instructed by site staff.

Gymnasts:

- Always leave your shoes and tracksuit top in front of your bag so that you can leave quickly.
- Listen to your Coach and follow all instructions. Evacuate quickly and quietly leaving bags and equipment behind.
- Stay at the assembly point with your Coach until told otherwise.

Parents:

- If you are in the building when the bell sounds, follow instructions from the coaches and be prepared to evacuate. When the alarm sounds leave the building by the nearest fire exit then follow directions from site staff.
- Evacuate the building as directed, through the nearest/safest emergency exit to the assembly point (the bottom playground area).
- For the safety of you and your child **Do Not** attempt to get your child during evacuation, they are the responsibility of the Coaches and will be looked after appropriately.

CCRGC Committee