|  | | A picture containing drawing, sign  Description automatically generated Hyndburn Comets Majorettes | | --- |  First AID AND FIRE SAFETY POLICIES **First Aid Policy**  It is understood that first aid will be administered to members when deemed necessary. Accidents and injuries will be recorded in the accident book and a copy or verbal advice given to the parent or guardian upon collection. In the case of an emergency, and if the parent or guardian is absent, it is understood that Committee Members will act as a loco parent where necessary.  **Fire Evacuation Policy**  If the fire alarm sounds OR If a fire is discovered:   * Evacuate immediately using the nearest available fire exit. * Do not stop to pick up any personal possessions. Do not stop to shut windows, but the last one out of a room should ensure that the door is firmly closed. * Committee Members/Volunteers will ensure all members get out of the building and will take the registers with them to the fire assembly point. * The fire assembly point is the church yard to the front of the building and a roll call will completed. * In the event of the alarms sounding for a false alarm the allocated fire marshal for that training session will establish the cause for the alarm and check that rooms are safe prior to anyone returning into the buildings. * In the event that the fire alarm is for a genuine fire the fire emergency services will be called.   *All policies are reviewed annually*    *Signed on behalf of:                         Linda Benson and The Committee Members*  *Dated:                                                 October 2020*  The Hyndburn Comets Majorettes  Hyndburn Comets Majorettes |
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