

James France Building

LAST UPDATED 17th January 2014

Purpose:

The purpose of a Generic Emergency Evacuation Plan (GEEP) is to enable visitors to the building with restricted mobility or those who may not be able to evacuate unaided to become familiar with the layout, evacuation procedures, available equipment and communication devices.

If you feel that this document does not provide you with sufficient information or that you require further assistance, please contact the Loughborough University Fire Officer on 01509 222182.

The building:

The James France building is comprised of 2 adjoining buildings. The main lecture theatre building is split over ground and mezzanine floor and the admin block on floors ground, first and second.

The lecture theatres are accessible from the ground floor with a lift and stairs providing access to the mezzanine level. Ground floor has several accessible emergency exits that lead to the fire assembly point. Alternative emergency egress is also available from ground floor through the Stuart Mason building.

A disabled emergency call point is available on the mezzanine level in the exhibition area. Use this to contact the security team and notify them of your location, details of which are printed on the front of the panel. Full details on how to use the emergency call point are also provided.

There are no lifts in the admin side of the building and there are no safe refuges available.

Action required on hearing the fire alarm:

You should leave the building immediately by the nearest fire exit (see attached floor plan) and report to the assigned assembly point for the building.

Other recommendations:

It is recommended that all visitors to The James France building should familiarise themselves with the fire alarm signals and floor layout. Floor plans and evacuation equipment locations have been provided with this document.

Equipment provided:

Accessible fire exits are available on the ground floor of the lecture theatres and the admin building, and these are to be used as primary exits from building.

A disabled emergency call point is available on the mezzanine level in the exhibition area. Use this to contact the security team and notify them of your location, details of which are printed on the front of the panel. Full details on how to use the emergency call point are also provided.



The Deaf Alerter system is installed in this building. If you would like access to a Deaf Alerter device, please contact the University Fire Officer on 01509 222182.

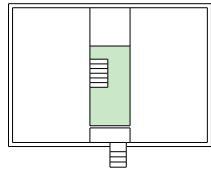


YOUR ASSEMBLY POINT IS:

Fire assembly point 15 - Margaret Keay Road

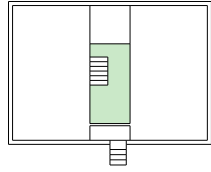
James France Building

Second



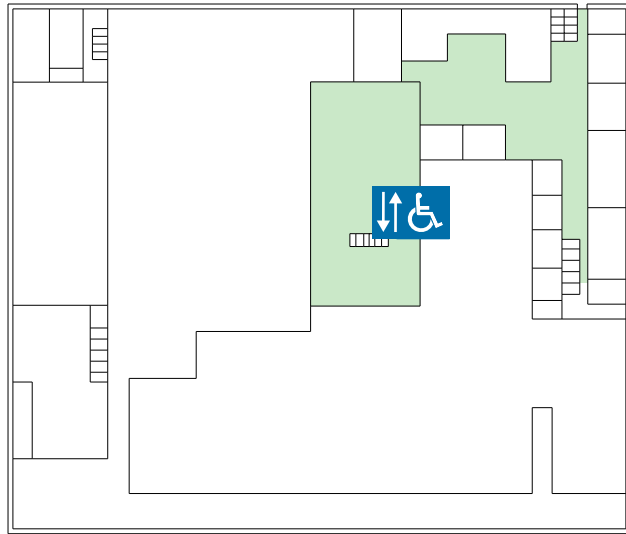
Admin

First



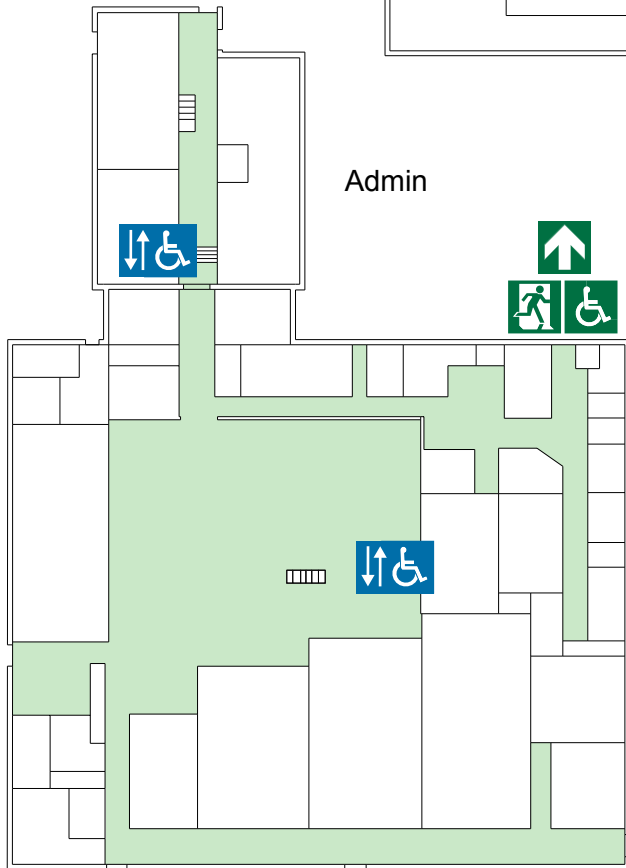
Admin

Mezzanine



Lecture

Ground



Admin

Lecture

Egress via Stuart Mason Building



Accessible final exit



Wheelchair lift.



Safe refuge

FIRE ESCAPE PLAN

LOUGHBOROUGH UNIVERSITY
JAMES FRANCE - GROUND FLOOR



IN CASE OF FIRE



Operate nearest fire alarm call point



Telephone internal emergency number 888 or 0800 526966 if using outside line or mobile phone. In the event of a delay call 999 for the Fire Service giving the correct location of the building.



Do not attack the fire with extinguisher unless trained to do so.

ON HEARING THE ALARM



Evacuate the building and go to the assembly point. Your assembly point is :-

**Opposite main entrance
Assembly point 15**



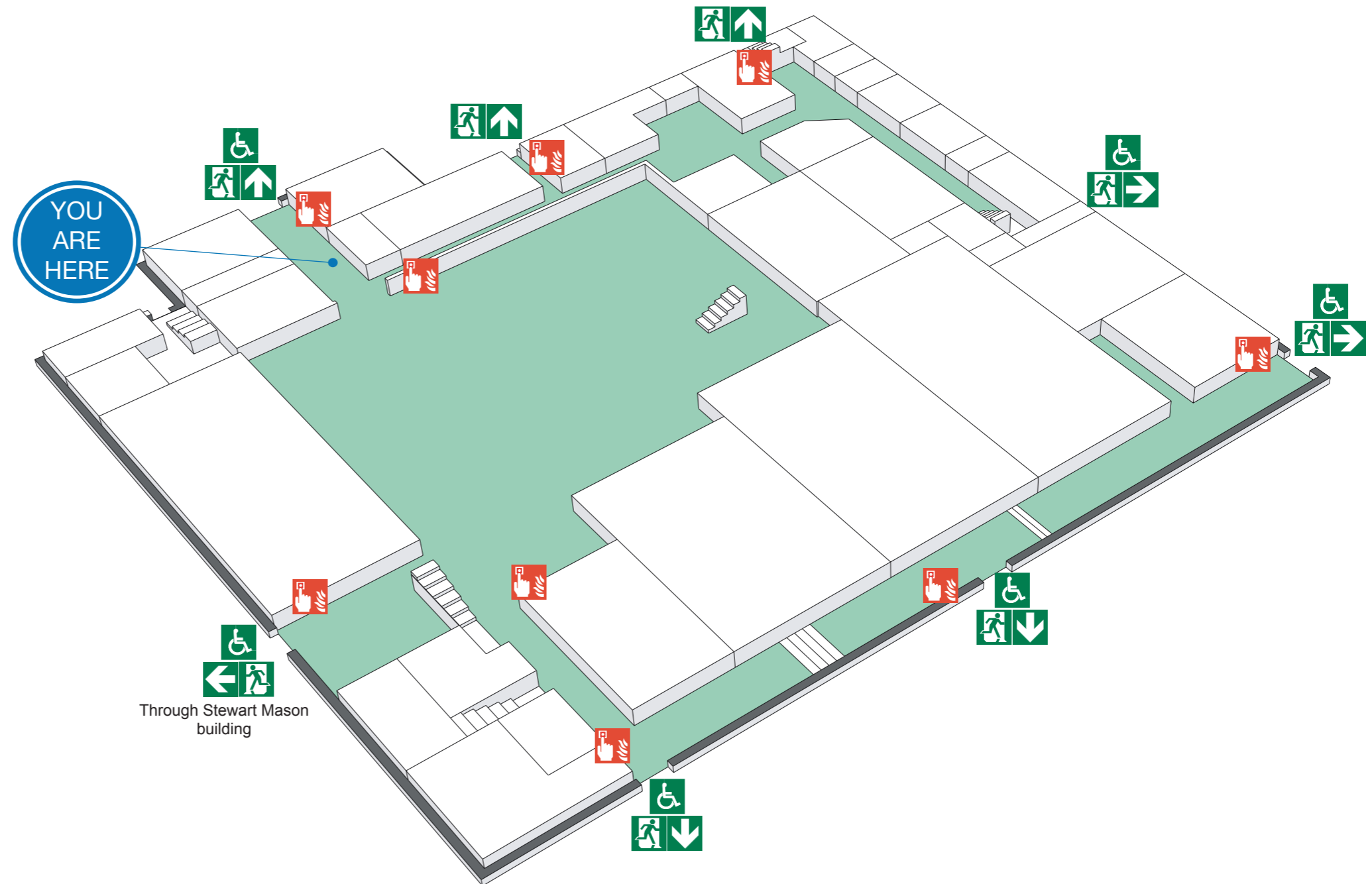
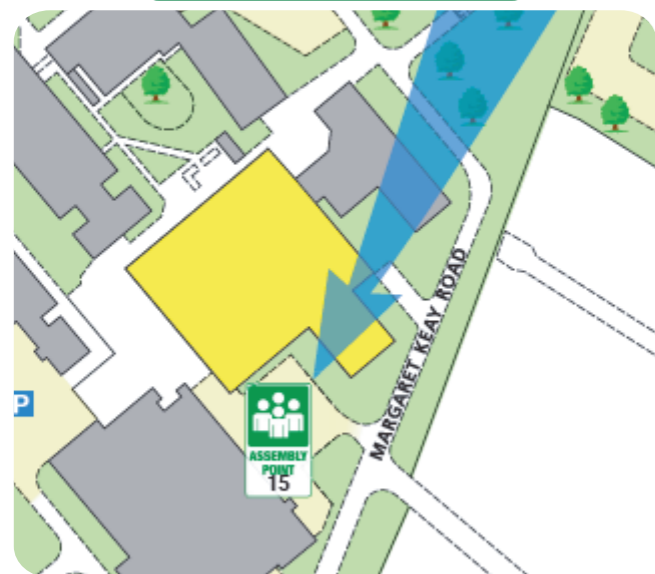
When alarm is given :- do not panic, do not run.



Leave the building following fire emergency exit signs.

DO NOT re-enter the building until told to do so by either the Fire Marshal, Loughborough University Security or the Fire Service.

ASSEMBLY POINT

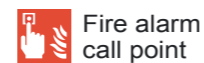


Through Stewart Mason building

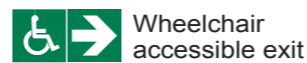


The Deaf Alerter system is installed in this building.
Please contact the University Fire Officer on 01509 222182
for further advice.

www.silverbeardesign.com



Fire alarm call point



Wheelchair accessible exit



Fire exit



Fire escape route



Assembly point



Safe refuge



Lift

FIRE ESCAPE PLAN

LOUGHBOROUGH UNIVERSITY
JAMES FRANCE - GROUND FLOOR



IN CASE OF FIRE



Operate nearest fire alarm call point



Telephone internal emergency number 888 or 0800 526966 if using outside line or mobile phone. In the event of a delay call 999 for the Fire Service giving the correct location of the building.



Do not attack the fire with extinguisher unless trained to do so.

ON HEARING THE ALARM



Evacuate the building and go to the assembly point. Your assembly point is :-

**Opposite main entrance
Assembly point 15**



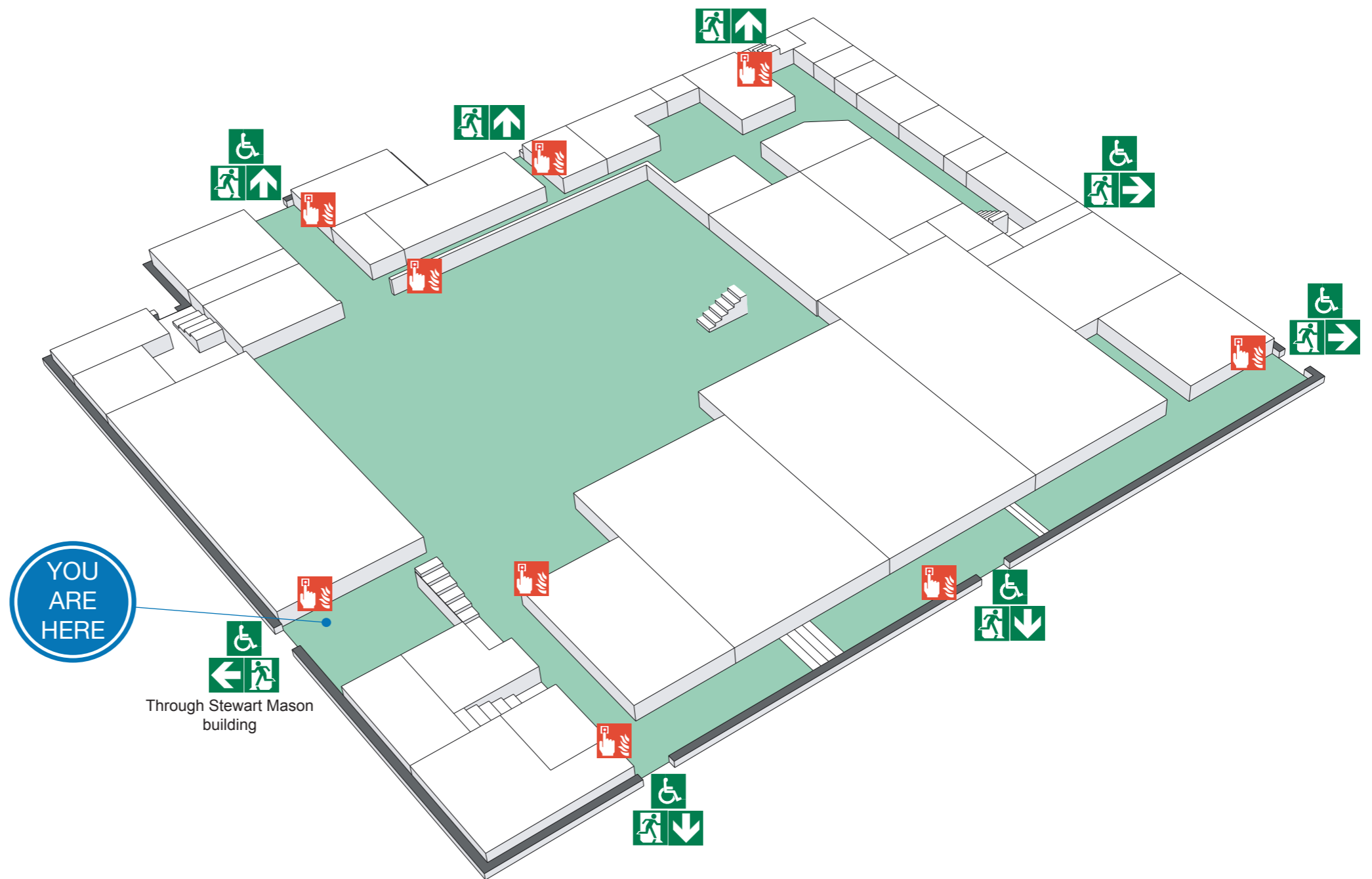
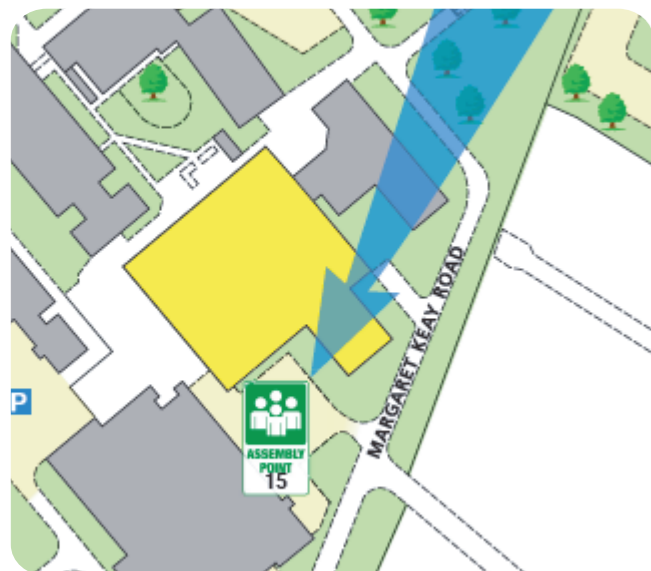
When alarm is given :- do not panic, do not run.



Leave the building following fire emergency exit signs.

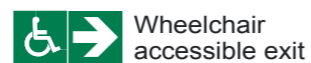
DO NOT re-enter the building until told to do so by either the Fire Marshal, Loughborough University Security or the Fire Service.

ASSEMBLY POINT



The Deaf Alerter system is installed in this building.
Please contact the University Fire Officer on 01509 222182
for further advice.

www.silverbeardesign.com



FIRE ESCAPE PLAN

LOUGHBOROUGH UNIVERSITY
JAMES FRANCE - GROUND FLOOR



IN CASE OF FIRE



Operate nearest fire alarm call point



Telephone internal emergency number 888 or 0800 526966 if using outside line or mobile phone. In the event of a delay call 999 for the Fire Service giving the correct location of the building.



Do not attack the fire with extinguisher unless trained to do so.

ON HEARING THE ALARM



Evacuate the building and go to the assembly point. Your assembly point is :-

**Opposite main entrance
Assembly point 15**



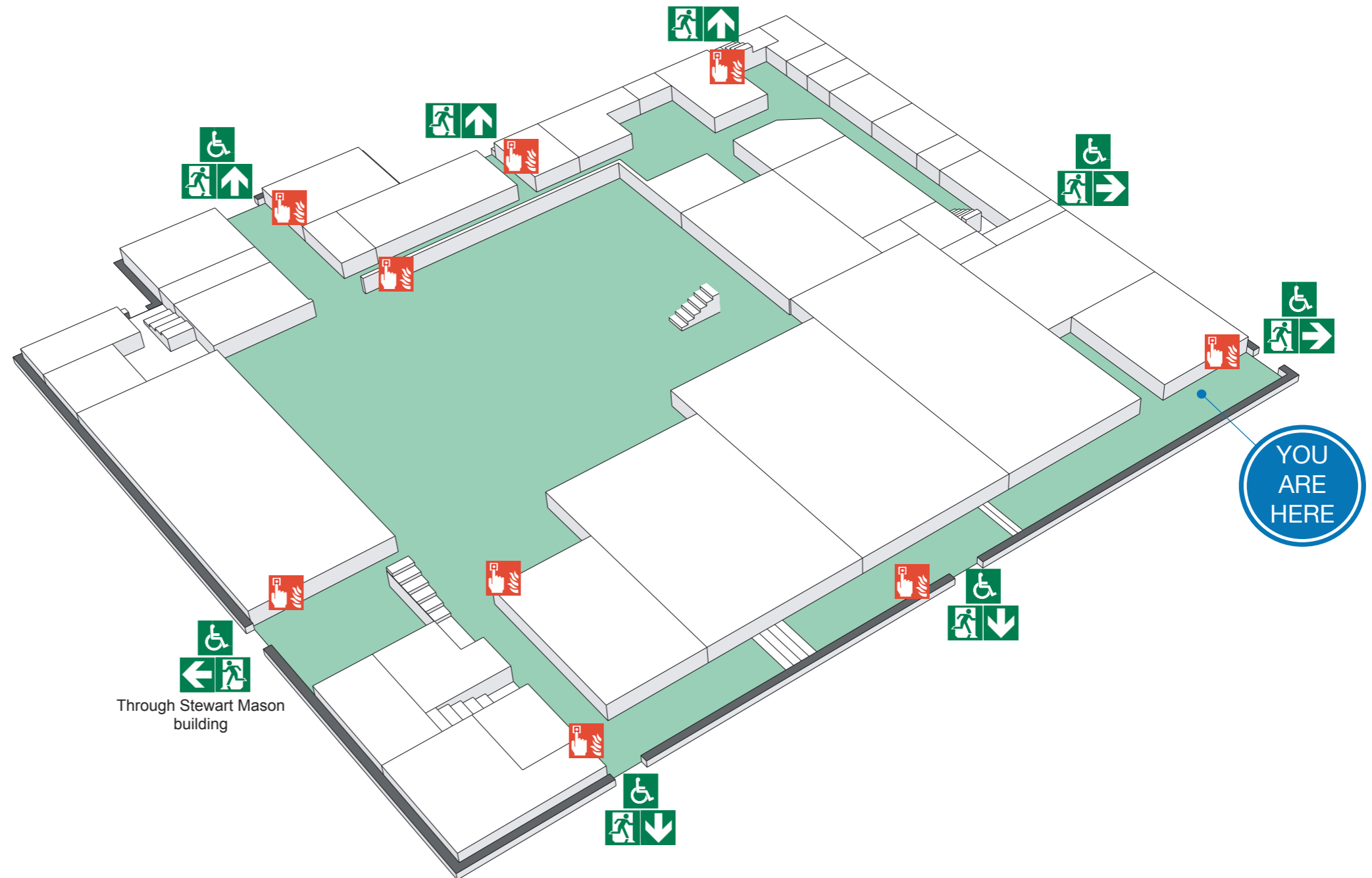
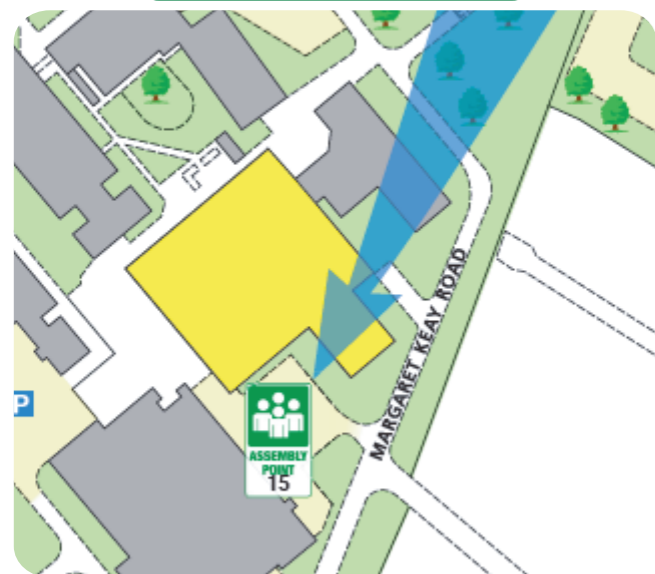
When alarm is given :- do not panic, do not run.



Leave the building following fire emergency exit signs.

DO NOT re-enter the building until told to do so by either the Fire Marshal, Loughborough University Security or the Fire Service.

ASSEMBLY POINT

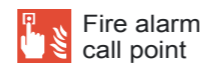


Through Stewart Mason building

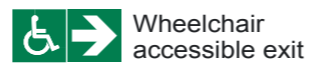


The Deaf Alerter system is installed in this building.
Please contact the University Fire Officer on 01509 222182 for further advice.

www.silverbeardesign.com



Fire alarm call point



Wheelchair accessible exit



Fire exit



Fire escape route



Assembly point



Safe refuge



Lift

FIRE ESCAPE PLAN

LOUGHBOROUGH UNIVERSITY
JAMES FRANCE - FIRST FLOOR



IN CASE OF FIRE



Operate nearest fire alarm call point



Telephone internal emergency number 888 or 0800 526966 if using outside line or mobile phone. In the event of a delay call 999 for the Fire Service giving the correct location of the building.



Do not attack the fire with extinguisher unless trained to do so.

ON HEARING THE ALARM



Evacuate the building and go to the assembly point. Your assembly point is :-

**Opposite main entrance
Assembly point 15**

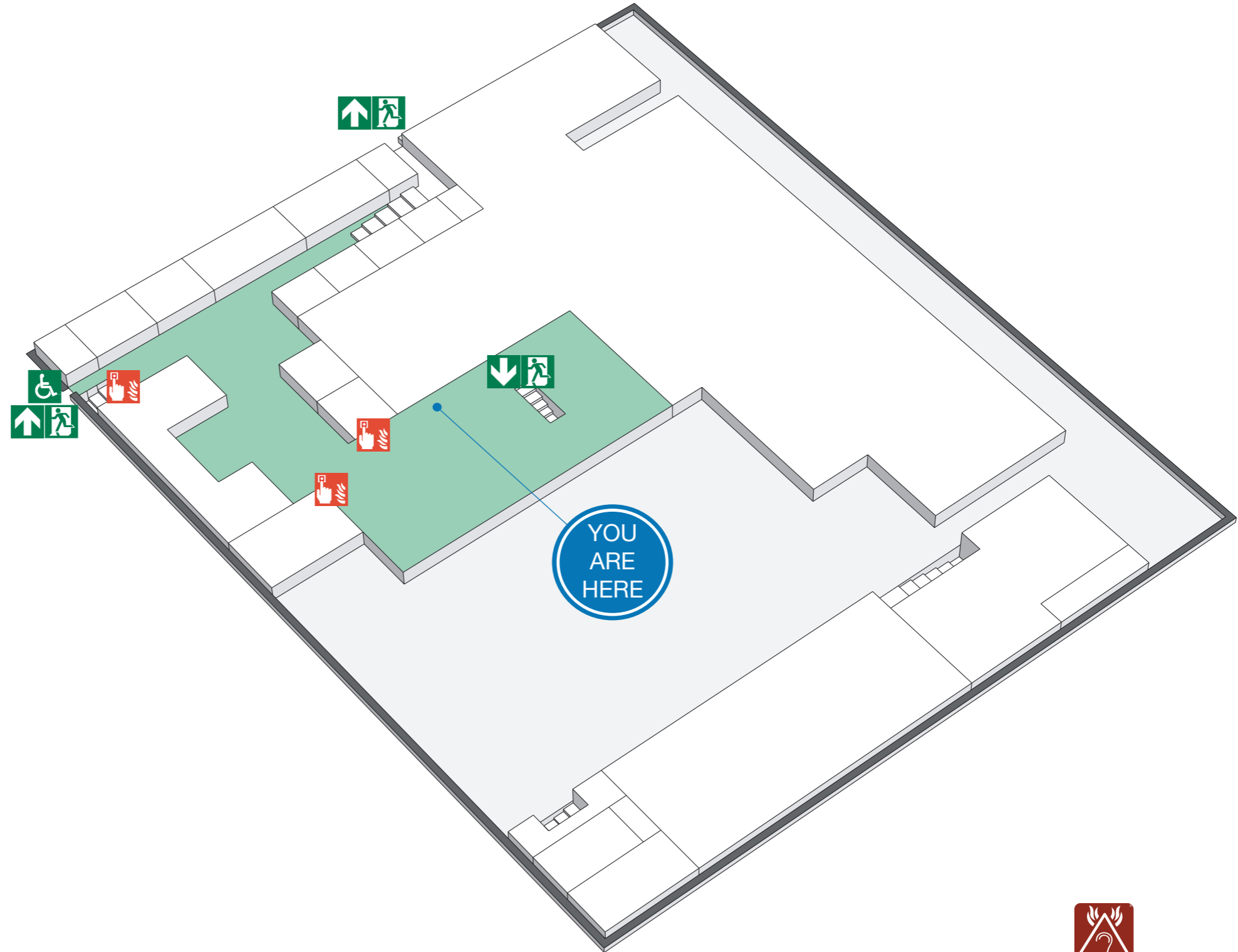
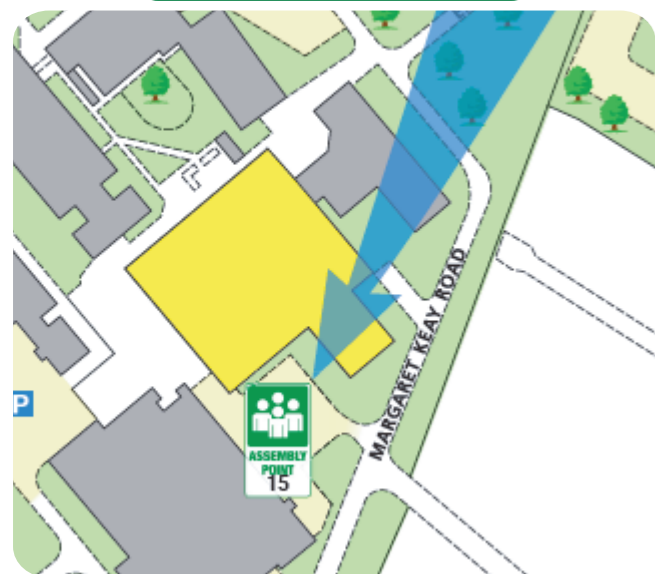


When alarm is given :- do not panic, do not run.



Leave the building following fire emergency exit signs. **DO NOT** re-enter the building until told to do so by either the Fire Marshal, Loughborough University Security or the Fire Service.

ASSEMBLY POINT



The Deaf Alerter system is installed in this building.
Please contact the University Fire Officer on 01509 222182
for further advice.

www.silverbeardesign.com



Fire alarm call point



Wheelchair accessible exit



Fire exit



Fire escape route



Assembly point



Safe refuge



Lift

FIRE ESCAPE PLAN

LOUGHBOROUGH UNIVERSITY
JAMES FRANCE - FIRST FLOOR



IN CASE OF FIRE



Operate nearest fire alarm call point



Telephone internal emergency number 888 or 0800 526966 if using outside line or mobile phone. In the event of a delay call 999 for the Fire Service giving the correct location of the building.



Do not attack the fire with extinguisher unless trained to do so.

ON HEARING THE ALARM



Evacuate the building and go to the assembly point. Your assembly point is :-

**Opposite main entrance
Assembly point 15**



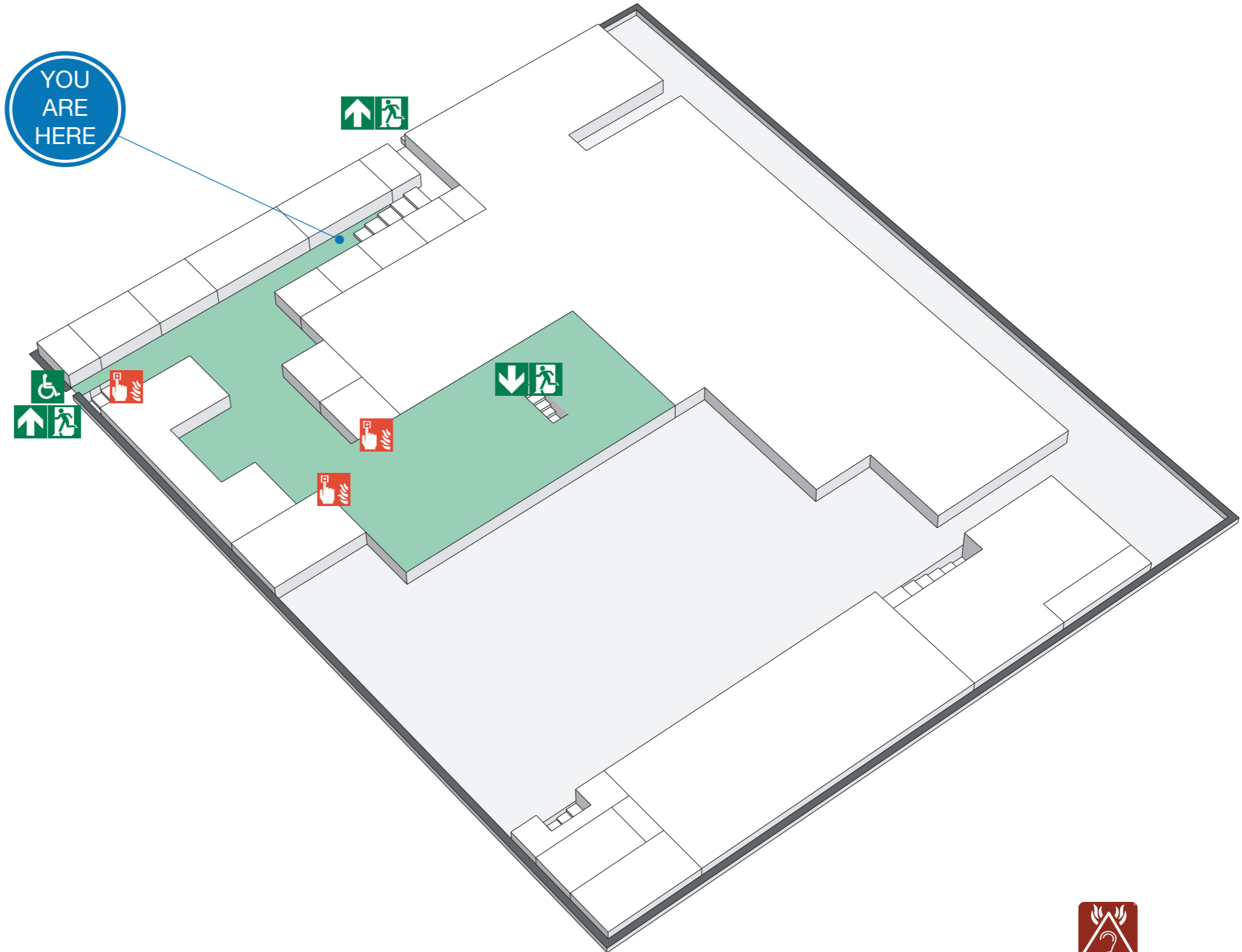
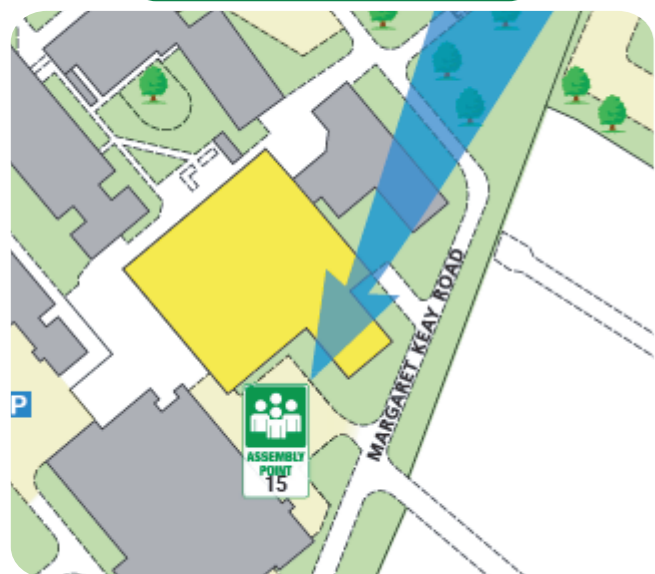
When alarm is given :- do not panic, do not run.



Leave the building following fire emergency exit signs.

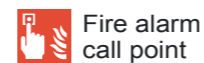
DO NOT re-enter the building until told to do so by either the Fire Marshal, Loughborough University Security or the Fire Service.

ASSEMBLY POINT

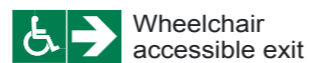


The Deaf Alerter system is installed in this building.
Please contact the University Fire Officer on 01509 222182
for further advice.

www.silverbeardesign.com



Fire alarm call point



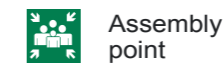
Wheelchair accessible exit



Fire exit



Fire escape route



Assembly point



Safe refuge



Lift

FIRE ESCAPE PLAN

LOUGHBOROUGH UNIVERSITY
JAMES FRANCE ADMIN - FIRST & SECOND FLOOR



IN CASE OF FIRE



Operate nearest fire alarm call point



Telephone internal emergency number 888 or 0800 526966 if using outside line or mobile phone. In the event of a delay call 999 for the Fire Service giving the correct location of the building.



Do not attack the fire with extinguisher unless trained to do so.

ON HEARING THE ALARM



Evacuate the building and go to the assembly point. Your assembly point is :-

**Opposite main entrance
Assembly point 15**



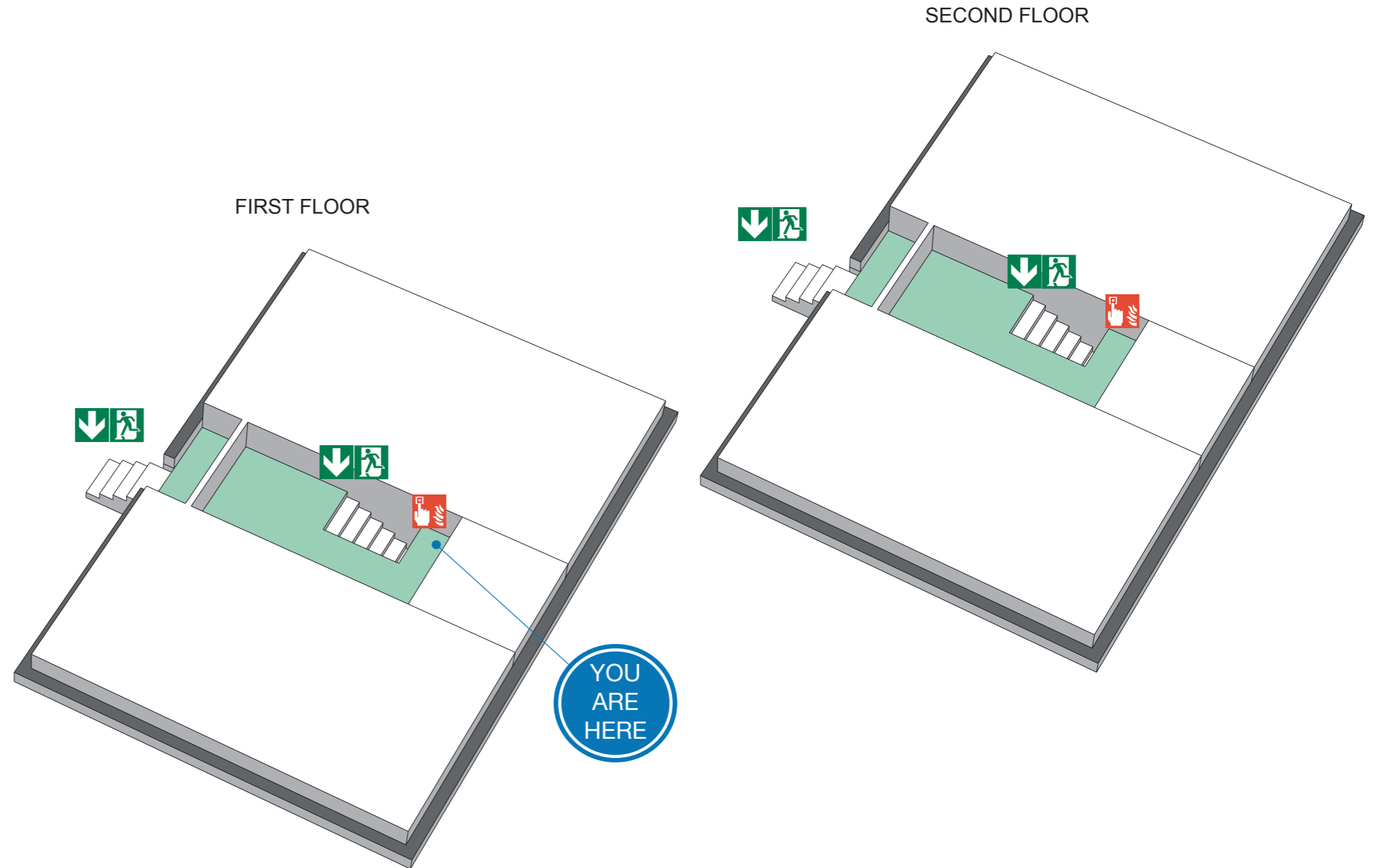
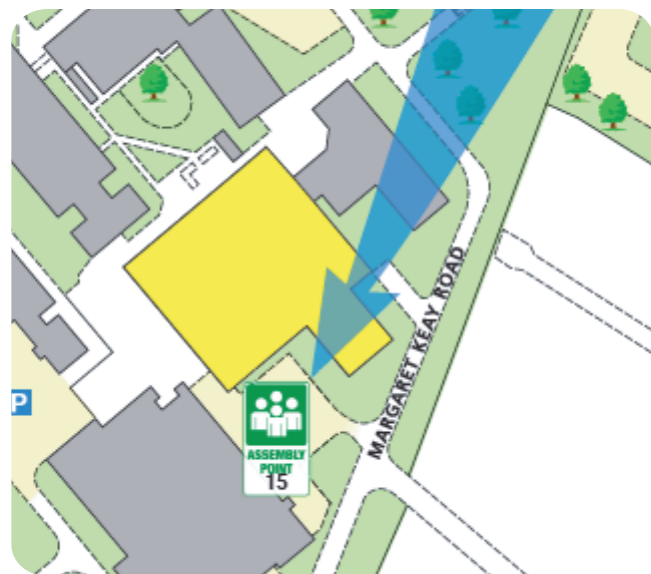
When alarm is given :- do not panic, do not run.



Leave the building following fire emergency exit signs.

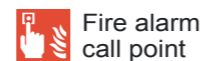
DO NOT re-enter the building until told to do so by either the Fire Marshal, Loughborough University Security or the Fire Service.

ASSEMBLY POINT



The Deaf Alerter system is installed in this building.
Please contact the University Fire Officer on 01509 222182
for further advice.

www.silverbeardesign.com



Fire alarm call point



Wheelchair accessible exit



Fire exit



Fire escape route



Assembly point



Safe refuge



Lift

FIRE ESCAPE PLAN

LOUGHBOROUGH UNIVERSITY
JAMES FRANCE ADMIN - FIRST & SECOND FLOOR



IN CASE OF FIRE



Operate nearest fire alarm call point



Telephone internal emergency number 888 or 0800 526966 if using outside line or mobile phone. In the event of a delay call 999 for the Fire Service giving the correct location of the building.



Do not attack the fire with extinguisher unless trained to do so.

ON HEARING THE ALARM



Evacuate the building and go to the assembly point. Your assembly point is :-

**Opposite main entrance
Assembly point 15**



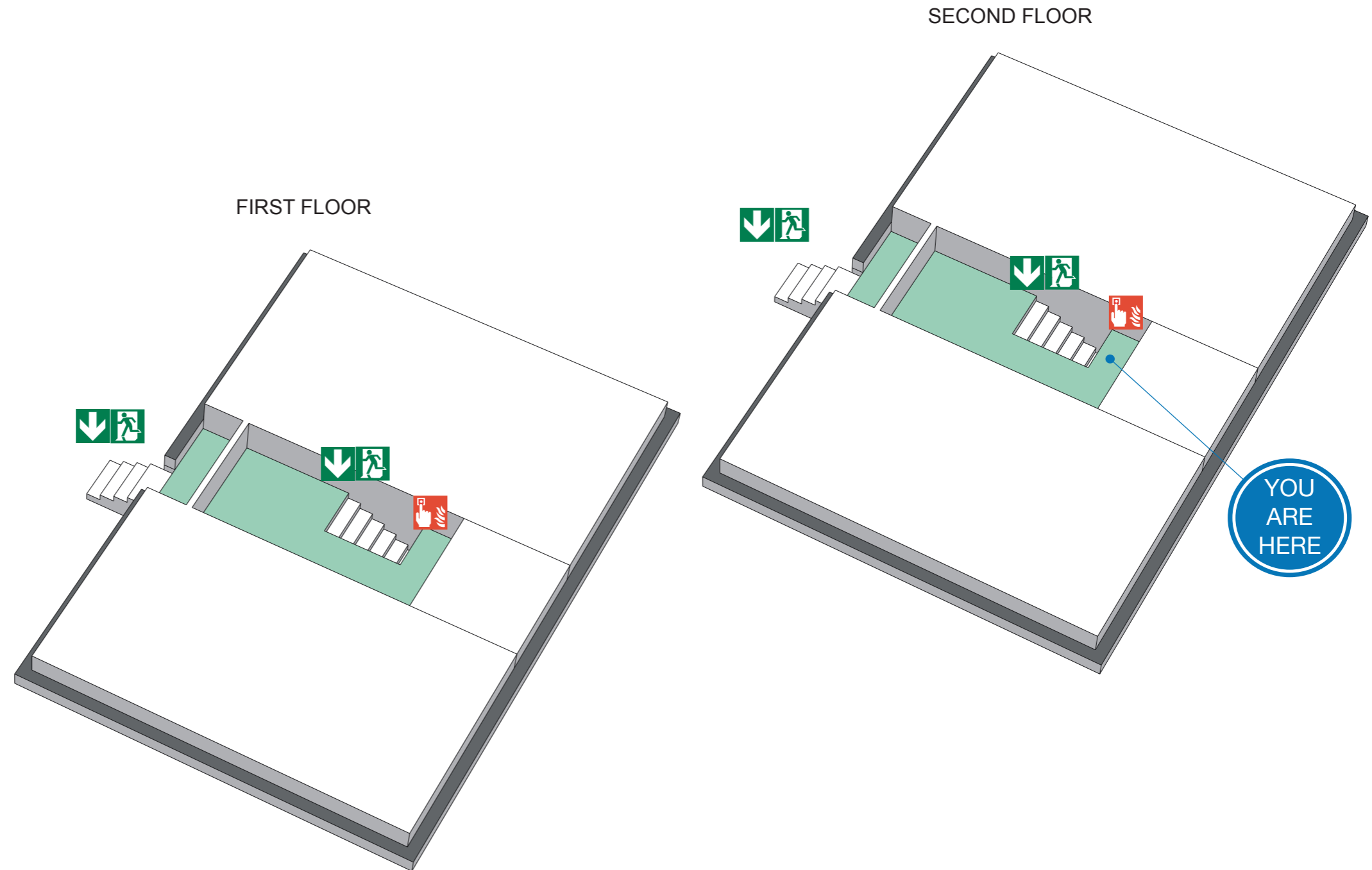
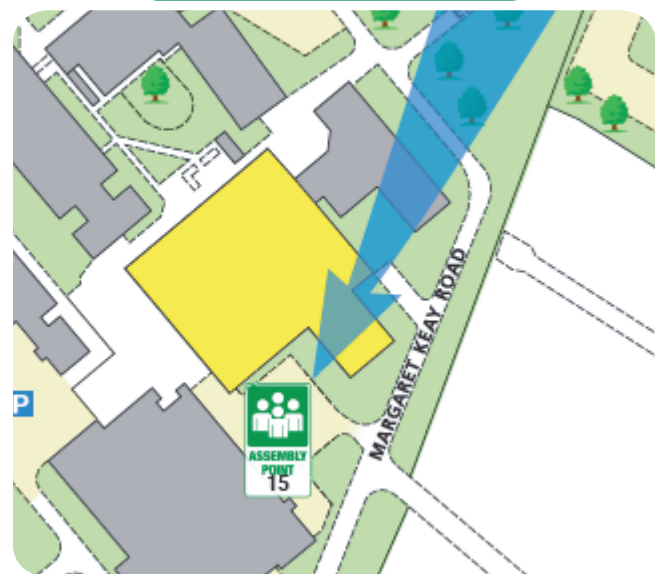
When alarm is given :- do not panic, do not run.



Leave the building following fire emergency exit signs.

DO NOT re-enter the building until told to do so by either the Fire Marshal, Loughborough University Security or the Fire Service.

ASSEMBLY POINT



The Deaf Alerter system is installed in this building.
Please contact the University Fire Officer on 01509 222182
for further advice.

www.silverbeardesign.com



Fire alarm call point



Wheelchair accessible exit



Fire exit

Fire escape route



Assembly point



Safe refuge



Lift