

**Emergency Evacuation**

Emergency evacuation(s) will be as a result of a critical incident e.g. bomb threat, gas leak etc. Complete and specific guidelines are outlined in MSF/9(e) and should be adhered to.

**Standard Circular E2 Fire Precautions and Evacuation Procedures**

If the decision to evacuate is taken then:

1. Staff members should ensure the safe evacuation of the children by following the procedures in the fire policy.
2. Everyone should assemble at the assembly point until a register is taken and all persons accounted for.
3. Children, staff, visitors and parents should then quickly make their way to the designated place of safety – Glencryan School.

**NO-ONE AT ANY TIME** should re-enter the building.

As this is a critical incident, procedures will be followed in line with North Lanarkshire Council’s Critical Incidents Policy.

**Updated August 2018 by N. Ferguson**

**Woodlands Nursery Class – EMERGENCY EVACUATION** 

