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Dear Parent/Carer

RE: Fire evacuation policy

I hope this letter finds you safe and well despite our third lockdown.

I am writing to you to inform you of Red2Green's evacuation policy in the event of a fire, following our consultation with the Fire Officer at Cambridge Fire Station.

All clients with complex mobility or cognitive issues will have their own PEEP [Personal Emergency Evacuation Plan] that is practiced during fire drills at Red2Green every 6 months. However, in the event of an actual fire and the unlikely event an individual refuses to leave the building, staff are advised to close the area down as far as possible, and vacate the building leaving behind any learner who refuses to leave and pass information of the learner's last known location within the building onto the fire service, either when calling 999 or when the fire crew arrive.

You can support your learner at home by discussing what they should do in the event of a fire, and I have enclosed a social story which you could use to support this if needed.

While this is not something we ever anticipate having to do, staff and client safety is highly considered at Red2Green. Please be reassured that every attempt will be made to remove all clients from the building safely.

Yours faithfully

J Fernandez



The Fire Drill

When I hear the fire alarm, I stop what I am doing.



I make a line behind my teacher.



My body is calm. I walk in line.



My mouth is quiet.



We go outside.



I wait in line outside.



The fireman says we can go inside.



When I'm back inside, I'm ready to learn!

