| **Emergency Egress Plan for Persons with Visual Impairments**<br>**Version 3.  August 2022**<br>Preston Campus (NOT including Halls of Residence) | University of Central Lancashire UCLan |
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**Alarm System:** Standard audible fire alarm system.

If a person with a visual impairment who needs assistance to evacuate the building in an emergency will be working alone or in isolation, they must notify a member(s) of staff prior to starting. For regular activities, an 'Evacuation Buddy' should be arranged to help guide you out of the building.

**Egress Procedure**

Evacuation Buddy name(s): _____

- Alarm sounds.
- Passenger lifts **MUST NOT** be used during a fire emergency evacuation.
- Notify your pre-arranged 'Evacuation Buddy'/Tutor/Colleagues/Fire Marshal that you will need assistance to evacuate the building.
- With assistance, proceed to the nearest stairwell indicated by the green directional fire exit signs.
- If further assistance is required, there are refuge communication systems located in all stairwells above ground level (except for Kirkham) in all academic buildings across campus.
- The refuge communication system will allow for communication to be made to personnel on the ground floor who can arrange for assistance.
- Once assistance has arrived, they will help guide the way down the stairs in order to evacuate the building and to a place of safety.
- Persons should wait at the place of safety and NOT re-enter the building until told otherwise by University personnel.

**Assistance:**

Pre-arranged 'Evacuation Buddy' and Fire Marshals.

**Equipment**:

None

**Additional Considerations:**



**Individual Considerations:**



If this Emergency Egress Plan does not fulfil your individual needs, please contact Inclusive Support Services.

**Inclusive Support Adviser details:**

| Name | Telephone | email |
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