

# EMERGENCY PLANS – FACT SHEET

## 48 Flemington Road Building

### Medical Emergencies

What to do in the case of a medical emergency:

#### **48 Flemington Road (RCH Foundation Office)**

**For a Child:** phone 59123 or Emergency Intercoms (MET\* Team)

**For an Adult:** internal phones dial 0-000 (if using mobile device dial 000)

#### **Carparks**

Use Emergency Intercoms

#### **Main Street**

Use Black Emergency phones

#### **48 Flemington Road (Front Entry Building)**

**For a child:** internal phones dial 777 or phone 0-9345 9123

**For an Adult:** internal phones dial 0-000 (if using mobile device dial 000)

MET\* (Medical Emergency Team)

### First Aid Kit

The first aid kit is located on the bench in the kitchen on level 2 in the 48 Flemington Road Building.

# Emergency Evacuation Procedure

What to do if you discover an emergency:

Examples of an emergencies include: Fire, chemical leaks, bomb threats and aggressive behaviour.

Follow **R.A.C.E.**

**REMOVE** people at risk

**ALERT** others of the situation

- If FIRE 'Break Glass Alarm' (located next to each emergency exit point)
- Contact campus emergency number (**777**) and clearly state the **situation & location**
- RCH Switchboard (x55522)
- Tell others in the area of the danger

**CONTAIN** the danger

- Fire: Close door/Use Fire Extinguisher to attack (If appropriate or safe to do so)
- Chemicals: Quarantine the area
- Weapons: Remove yourself

**EXIT** the emergency situation

## GENERAL RULES:

If Zone Warden/Security present – follow their instructions

No Zone Warden – Exit the emergency affected zone to the closest non-emergency affect zone away from the present danger

In the case of an emergency evacuation do not use lifts – there are **two** exit points located on level 2 of the 48 Flemington Road Building.

1. Far left door in the Fundraising Resource Centre (FRC) this door will take you down the stairs to the front of the Larwill Hotel on Flemington Road
2. Far right door at the back of the Foundation office. This door will take you down the stairs through the Smith and Singleton Cafe

## EVACUATION DIAGRAM - LEVEL 2, 48 FLEMINGTON ROAD

