



Fire Drill procedure – For Leading With Care

We are currently required to have a fire drill every year to fulfill our Leading With Care obligations.

The purpose of the drill is to familiarize the congregation with the process of evacuation and muster points. It is a test of our emergency response system, as well as providing a training opportunity for shepherds and others. Occasionally, the entire system is tested (real fire alarm, lights go out, fire department may attend) but we are not doing that this year.

This year we are doing a simplified fire drill on Sunday October 27, 2024. Below is an overview of what will happen, so everyone can be prepared.

On the day of the drill:

- 1) At the end of the service, after the benediction, the airhorn will sound in the Sanctuary and downstairs for the Sunday School class. The lights will remain on.
- 2) The Minister will make an announcement for everyone to exit the building in a calm and efficient manner
- 3) Shepherds will put on their vests and go to their stations
- 4) Congregants exit the building and go to the muster station at the SE corner of parking lot (corner by the tennis court and back alley).
- 5) There are medallions on the pews about halfway up the center aisle. All congregants seated behind the medallions exit the Sanctuary through the main Sanctuary doors. The choir and all congregants seated in front of the medallions exit through the choir stairwell. The shepherds are there to help anyone who might need help. Remain calm and exit in an orderly fashion.
- 6) Nursery and Sunday School classes evacuate to the SW corner of the lot. Nursery leaves via the emergency door inside the nursery. Sunday School classes come up the back staircase (inside the Faith Formation Wing) and exit via the emergency double doors. There is a shepherd assigned to help the nursery and another to help the Sunday School class. The Teen Sunday School class in the Upper Room evacuates via the Back Door and join the nursery and Sunday School at the SW corner. There is a 3rd Shepherd to aid this group should they need it.
- 7) There will be a few chairs just outside the front door for people with mobility constraints. You don't have to go to the muster point, but you do have to go to the chairs, you cannot go anywhere else.
- 8) Once the coordinator is satisfied that the building is empty, the "all clear" will be sounded and people are free to leave or return to the church.
- 9) When the drill begins, it might be tempting to just go to your car and leave. PLEASE DO NOT DO THIS. If this were a real fire, cars trying to exit the parking lot present a danger to people evacuating the building and impede the fire department's ability to enter our lot to fight the fire.