



Woodlawn United Church  
**SCHEDULE B: FIRE REGULATIONS**  
Approved at Council: June, 2017  
Modified/Revised: \_\_\_\_\_

**PURPOSE**

To ensure safety of Woodlawn United Church congregants and guests utilizing the facilities.

**POLICY**

This policy is governed by the Fire and Safety Regulations.

**PROCEDURES**

Facility users must appoint fire watch ushers/wardens. They are to remain vigilant throughout the event and assist with evacuation should the need arise. In the event of an emergency, these “wardens” should remain near the exit doors and assist with orderly evacuation.

Groups or individuals using the facilities are expected to evacuate immediately and in an orderly fashion in the event of an emergency, and gather together in another area of the property that is considered to be safe and away from the structure. The “wardens” will oversee and assist with this activity.

There must be an independent means (eg. cell phone) to call 911 in case of emergency.

Prior to each concert or dramatic performance, the audience is to be instructed as to the location of exits and the need to leave in an orderly fashion if asked to do so.

Any loss of power in the building requires immediate evacuation.

In the case of multiple concert or dramatic performances, these regulations must be communicated to the audience before each performance.