

Assembly Point Locations



1. The car parking area adjacent to Building 1.
2. Front of Building 3.
3. Rear of Building 1 at lower undercroft level.
4. Rear of Building 2 at lower undercroft level.

For further information please contact
Resilience & Safety
Barbour Building
Room A213
Paisley PA1 2BE
Scotland

Switchboard: 0141 848 3000
Direct Telephone: 0141 848 3922

email: ResilienceandSafetyuws.ac.uk

UWS UNIVERSITY OF THE
WEST OF SCOTLAND

Emergency Evacuation of People with Disabilities at Lanarkshire Campus



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www.uws.ac.uk

University of the West of Scotland is a registered Scottish charity. Charity number SC00252

Emergency Evacuation of People with Disabilities

The University has facilities and procedures in place at Lanarkshire Campus to ensure the safe evacuation of people with disabilities from University buildings in the event of fire or other emergency. All staff and students should note the information contained in this leaflet, whether they have difficulties in evacuating buildings or not.

The UWS Evacuation of People with Disabilities Policy document requires the provision of a Personal Emergency Evacuation Plan (PEEP) for all persons who may be unable to evacuate a building unaided.

The Fire Safety Officer will develop the PEEP following a referral being received.

Referral of staff and students will be made through Occupational Health, Disability Services and Student Support Services respectively.

Advice and support when writing and recording a suitable PEEP for permanent/temporarily disabled staff and students, can be obtained by contacting Resilience and Safety.

*It must be remembered that Staff are responsible for the safe evacuation arrangements of any guests/ visitors they invite into the University buildings.

1. Facilities Available to Assist in Evacuation: Lanarkshire Campus

- a) Evacuation Lifts
- b) Temporary Waiting / Refuge Areas
- c) Emergency Communications
- d) Signage
- e) Evacuation Chairs
- f) Visual Flashing Beacons
- g) Pagers

a) Evacuation Lifts:

Evacuation Lifts are located within Buildings 1, 2 and 3 within the main lift lobbies.

Assistance by lift can be requested by using the communications located in the lift lobby or by using the emergency communications within the lift compartment.

Requesting assistance by Evacuation Lift must be clearly stated when contact is made with security.

b) Temporary Waiting /Refuge Areas:

Temporary Waiting Refuges are in areas that are separated from fire by fire-resisting construction and provide a safe route to an exit. These provide a temporary waiting space for persons to await assistance for their evacuation if required. A refuge area has been identified on each level on every staircase where assistance may be required.

c) Emergency Communications:

Communications are positioned at each temporary waiting space/ refuge area, adjacent to and within the evacuation lifts, and on every staircase where assistance would be required.

When the press to speak button is activated, you will automatically be connected to ISS Security Staff. They will know the location of the unit you are using but you should still confirm your location to them and provide any relevant information when asked.

d) Signage:

Temporary Waiting / Refuge signage is pictorial, tactile & in Braille.

e) Evacuation Chairs:

f) Evacuation chairs are provided in all relevant premises throughout the Lanarkshire campus, to help facilitate emergency evacuation of mobility-impaired persons.

g) Visual Flashing Beacons:

Flashing beacons are fitted throughout communal spaces and within all toilet areas. These will allow persons with hearing impairments to be given a visual warning that a fire evacuation is in progress.

h) Pagers:

In certain circumstances and following a PEEP, a vibrating pager can be supplied to people who are deaf or hearing impaired. These pagers are connected to the automatic fire alarm system and gives the wearer warning of any fire alarm actuation.

2. Procedure for Evacuating people with Disabilities Using Stairs: Lanarkshire Campus

- a) In the event of fire or other emergency, persons requiring assistance to evacuate should make their way to the lift lobby or to the nearest Temporary Waiting Space / Refuge.
 - b) Operate the emergency communications and make contact with Security. Confirm your location and what assistance is required.
 - c) Maintain contact with Security staff
 - d) If required, security staff will arrange for assistance to be sent to your location.
 - e) If assistance is not required and you are able to descend the staircase slowly after the majority of people have passed, inform security staff of your intention before leaving the refuge area. Descend stairs and proceed to the dedicated assembly point.
 - f) Remain at the Assembly Point until authorised staff tell you that it is safe to re-enter the building.
 - g) People without a disability who are evacuating the building may assist in contacting Security, but should not attempt to lift or carry a disabled person down the stairs.
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