3 December 2014

Dear Staff & Student,

Important information – Fire Brigades Union Industrial Action

As you may already be aware, the Fire Brigades Union has confirmed that its members will be taking part in further periods of strike action from 9am on Tuesday 9 December to 9am on Wednesday 10 December 2014 as part of the national protest against changes to fire fighter pensions, Cornwall Fire and Rescue Service is once again asking the public to be extra vigilant and careful.

Cornwall Fire and Rescue Service have confirmed that it has a legal duty to maintain a level of service to local communities as best it can. Cornwall Fire and Rescue Service will continue to respond to 999 calls and will do everything it can to keep the public safe during these periods of strike action.

However, to help us keep our buildings as safe as possible please be extra vigilant of potential fire risks at the Penryn and Falmouth Campus.

- Please be vigilant - Check that you know your alternative escape routes and the location of your assembly point (read the fire action notice by the fire alarm call point).
- Find out when the fire alarm is tested in your building - an alarm at any other time should be treated as a fire.
- Do not tamper with any fire safety systems or fire-fighting equipment.
- Report any fire hazards: www.fxplus.ac.uk/find/who-contact-emergency
- Try to avoid activities that may accidentally set off an alarm e.g. cooking with the kitchen door open, using aerosol sprays near smoke detectors etc.
- Occasionally people become shut in lifts. For this reason avoid overcrowding lifts and do not use lifts if there is a fire.
- Do not leave fire doors propped open.
- Do not leave your cooking unattended at any time (carelessness can cause fire).

In the event of an emergency:

- Respond as normal
- If you discover a fire:
  - Sound the alarm.
  - Dial 999 from a safe place, ask for the Fire and Rescue Service and calmly pass as much information as you can including: Address of building, location of fire, any special risks (e.g. this is a lab/workshop, sleeping accommodation etc) and whether anyone has been unable to evacuate.
- Once this is done inform the Campus Patrol / Caretakers of your actions (if not in attendance): www.fxplus.ac.uk/find/who-contact-emergency
- If you hear the alarm, leave the building by the nearest available safe exit and go to the assembly point.
• Your safety is the most important thing, but do look out for others when evacuating the building and if you are aware that someone is still in the building please report this to Campus Patrol / Caretakers / Cornwall Fire and Rescue Service firefighters.

You can also find further up to date information on Cornwall Council’s website:

[FBU strike action confirmed]

Thank you for your support during this time.

Best regards,

Damian Prisk
Health & Safety Adviser
Estates