

**It is essential that you familiarise yourself with this guidance. If after reading the guidance, you still have any concerns about your ability to evacuate please contact your AccessAbility adviser for further guidance.**

## Introduction

The University's premises on all campuses have been designed and/or improved over the years to make them more suitable for individuals with disabilities and particularly for the purpose of emergency evacuation. The features that are incorporated include:

### Restricted Mobility



### Fire evacuation lifts are installed in a number of buildings.

- Refuges with emergency communications to security are provided in many of our buildings with Evac-chairs provided at strategic locations
- Relevant staff members have been trained in their use.
- Mobile security patrols take this equipment with them when responding to an evacuation signal.



Evac-chair



Emergency Exit Sign

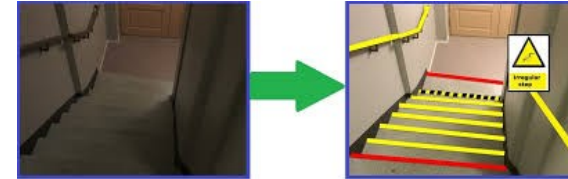
### Hearing Impairment

- The fire alarm system incorporates strobe lighting to indicate that it is sounding in all buildings.
- Within University accommodation, ground floor residential sleeping risks will also have facilities for vibrating pillows and intermittent light warnings. Other adjustments to assist in an evacuation may be agreed through your Accessibility Adviser



### Visual Impairment

- Emergency exits are well marked.
- Stairs edgings are clearly marked high contrast etc



- Hand rails where provided, should be used when ascending or descending stairs
- For many with visual impairment; unassisted emergency evacuation should be possible in most cases.

### Safezone (<https://www.ulster.ac.uk/safezone>)



SafeZone allows two way communication with security, it works over telephone and Wi-Fi networks and enables security to see the general location of individuals.



You are also advised to store the emergency number (028 7012 3456) on your mobile phone as a further back up.

### IMPORTANT - All students are instructed to:

1. Familiarise yourself with escape routes on your campus commonly used areas as these may not be your normal route.
  2. If you need help in an emergency evacuation it is recommended that you ask a fellow student or member of staff in advance if they would be able to provide assistance.
  3. Fire marshals may not always be available when the fire alarm is activated, but if during an evacuation they encounter someone with restricted mobility, hearing or visual impairment they will offer assistance and/or make a note and report the presence of an individual at a refuge point to security at the assembly point.
- During an emergency, if necessary please ask for assistance. It is not absolutely necessary to evacuate during a planned drill and you may be advised if this is the case.
  - However, In a real fire situation, you may be required to make extra effort to ensure you safely evacuate the building.

## Mobility Impairment - Self Evacuation



When the evacuation alarm sounds, students with mobility impairment may be able to evacuate the building on the same level. In such cases they should evacuate and move as far as possible from the building ideally to the assembly point.

Most buildings in the University are 'fire separated'. As such if you can move along an escape route to an alternative block in which the alarm is not sounding then you are in a place of relative safety and further evacuation may not be necessary.

**It is recommended though, that you make your way towards the ground floor final exit.**

## Assisted Evacuation - If you cannot self-evacuate

If you come to a refuge area, inform someone of your situation and use the communications point at the refuge to contact security who will advise on the status of the emergency and attend with an evacuation chair or bring you to an evacuation lift and effect an evacuation if necessary.



Evacuation chairs and lifts will only be used by trained persons such as Campus Security and Fire Marshals. Evacuation lifts have the added structural protection and safety features which include internal communications.

All University lifts are interfaced with the fire/evacuation detection and signals which mean they will travel to a ground floor and will not move until the evacuation signal has been canceled and reset.

Those students with difficulties evacuating horizontally from different levels may find themselves in an area which has no alarms sounding. They should use any lift in this area, as they should be still working and descend to a ground floor final exit door and prepare to leave the building to an assembly point if required.

*The principles and information contained within this leaflet will allow for the evacuation of the majority of disabled students. **If you are unable to transfer from your wheelchair to an evac-chair please let your AccessAbility Adviser know as soon as possible and a Personal Emergency Evacuation Plan (PEEP) will be developed with you.***

You may also wish to note the following contact numbers

Emergency telephone (Internal) room	22222
Coleraine Security Desk	028 7014 2880
Jordanstown Security Desk	028 9036 6971
Belfast Security Desk	028 7012 3456
Magee Security Desk	028 7037 5262
Student Wellbeing	028 9536 7000
Fire Safety Advice	028 7012 4109

Finally, if at any time you have concerns regarding these arrangements please contact your AccessAbility Adviser within Student Wellbeing (028 9536 7000) or the Fire Safety Adviser, who will provide you with any additional information around Emergency Evacuation Plans.

The Accessibility Adviser can offer advice on evacuation strategies on vertical and horizontal emergency escape routes for each campus where assistance and support will also be offered by Campus Security Officers and Fire Marshals.



A strategic plan for all campus common areas is available, offering a primary and secondary means of escape from widely used locations.

The Directorate of People and Culture, through the University's Health, Safety and Wellbeing Service will update and revise all evacuation strategies on a continual basis, ensuring a duty of care **prevails at all times**

Disabled persons with complex mobility conditions which may extend or delay evacuation times will be investigated by the University's Fire and Safety Adviser to achieve satisfactory solutions.