

# **Church Fire and Tornado Evacuation Plan**

## **Fire Evacuation**

In the case of a fire, everyone is to move in an orderly fashion out of the nearest exit to the playground located on the northwest side of the church property. The ushers will help in keeping order and seeing that everyone gets out of the building. In the case that an usher is not present, one of the staff members or a board member should see that everyone has left the building. The children will be taken to the parsonage's backyard until the parents arrive. Please do not re-enter the building until an "all clear" is given.

## **Tornado Evacuation**

In case of a tornado warning relevant to our area, everyone is to move to a windowless room of the basement. There is a weather radio in the main office that will sound if a tornado warning is issued for Reno County. Ushers will notify the congregation of the danger and give assistance to anyone needing help down the stairs. If no ushers are present, a staff member or a member of the board will notify the people of the need to evacuate. Children that are in the nursery will be kept in the nursery and released only to the care of their parents. Everyone on campus must remain in the basement until an "all clear" is given by an usher or staff/board member. When fellowship groups are meeting off campus, the group leader should monitor the weather.