



# Riverbrook Regional Fire Drill Procedures for members & guests.

## **FIRE/SMOKE EMERGENCY**

### **EXITS**

All areas of the building have at least two exit doors in close proximity. Exits are well marked with lighted exit signs that stay lit in the event of a power failure. Please familiarize yourself with the exit locations throughout the building.

### **FIRE ALARM SIGNALS**

When the fire alarm is activated, a flashing white light goes on in each area, in addition to a voice will come over the speakers alerting membership and staff of an emergency and need to evacuate. Fire doors will automatically close or drop.

### **FACILITY AREAS AND EMERGENCY EXITS**

The main building is broken up into 13 areas. Each area has at least two emergency exits. Please identify the exits upon your arrival to the Y areas. The emergency exits are indicated below:

#### **Area A: 25-Yard Pool, back hallway (between pool and Activity Center), Aquatic Office**

Exits: Door—At the deep end of the pool on the wall with windows, leading to baseball fields

#### **Area B: Child Watch**

Exits: Door—To internal hallway to Staircase A, go down 2 steps and out front through side door fire door.

Door—At the front of classroom, turn right, go down 3 stairs and exit through the front sliding doors.

#### **Area C: Ladies and Men's 25-Yard Locker Rooms, Universal Locker Rooms**

Exits: Door—In the hallway between pool and Activity Center leading to the back of the Y.

Door—At deep end, leading to baseball fields.

Door—Lobby exit.

#### **Area D: Human Resources, IT/Member Finances and Program Office Hallway**

Exits: Door—At end of hallway, back door before Staircase B.

Door—Lobby exit.

Door— On the far side of gymnasium adjacent to gym closets

Door- Leading to Meeting House & Paddle Courts

#### **Area E: Activity Center**

Exits: Door—First ½ of room leading to Preschool playground

Door—Second ½ of room leading to Preschool playground

Door- Fire exit on second ½ of room leading to back of Y and Paddle courts or Ropes course.

#### **Area F: Gymnasium**

Exits: Door—On the storage side of gymnasium adjacent to closet leading to behind the Y near maintenance.

Door—Office hallway leading to ropes course.

Door—Lobby exit- one to ramp, one down stairs. (or one at bottom of the stairs).

**Area G: Norwalk Health Suite, Mind Body Studio(B) and Spinning Studio (A)**

Exits: Door—Gymnasium adjacent to closet leading to back of Y  
Door—Fire door down Hallway between studio areas and Norwalk Health Suite leading to back of Y

**Area H: Training Center & Studio (C)**

Exits: Door—Through fitness studio, turn right and go outside door leading to back of Y (fire door).  
Door—In welcome area, leading to back of Y property.  
Door—Between mirrors and window on the far wall leading to paddle courts.

**Area I: Men and Women’s 50-Yard Locker Room**

Exits: Door—The entrance (locker room) to the revolving door into pool area to bubble door.  
Door—Hallway between studio C and Norwalk Hospital Health Suite courts leading to the Meeting House or to through the Performance Center.

**Area J: Lobby**

Exits: Door—Main entrance of Y.  
Door—Gymnasium door adjacent to gym storage.

**Area K: Conference Room**

Exits: Door— Main entrance of Y.  
Door—Gymnasium door adjacent to gym storage.

**Area L: 50-Meter Pool**

Exits: Door—Bubble door leading to parking lot or gate (when bubble down).  
Door—Bubble door leading to paddle courts or gate (when bubble down) .  
Door—Hallway between studio C and Norwalk Hospital Health Suite.

**Area M: 2<sup>nd</sup> Floor Fitness Center**

Exits: Door- Staircase A at the front of the center facing the parking lot, down the stairs and out the front side door  
Door- Staircase B at the rear of the center going past the treadmills toward the Elevator, down the stairs out the back door towards the back of the Y.

**FIRE DRILLS**

**Fire drills are an integral part of our safety program.** They will be held periodically and will be held announced or unannounced. If in a class, stop and leave the building.

Drills must not be taken lightly. It is only through them that all personnel may become familiar with emergency procedures, and also, by which deficiencies in these procedures may be detected and corrected.

**STAGING AREAS FOR MEMBERS**

**After exiting the building, members should go to their designated staging area:**

1. Each ball field to the parking lot in good weather.
2. The Meeting House or Studio in inclement weather (depending upon location of fire.)

In the event of inclement weather, the following steps will be taken:

1. Any programs/classes taking place in the Child Watch Room, 25-yard pool, 25-yard locker rooms, 50-meter pool, Conference Room, Lobby and outside Studio will report to the outside Studio.
2. Any programs/classes taking place in the Activity Center, Gymnasium, 50-meter locker rooms, Mind Body Studio, Norwalk Health Suite, Performance Training Center, Fitness Studio, Fitness Center upstairs and Meeting House will report to the Meeting House.