



Emergency Procedures

FIRE

Persons who notice fire or smoke should immediately:

- Warn people in your immediate area
- Close all SMOKE STOP DOORS
- Inform the closest Regent Staff person
- Evacuate the premises
- Make way to the assigned assembly area for a roll call
- Do not run
- Do not use lifts
- Use the fire exits

MEDICAL

In a life threatening situation inform a Regent staff person and:

- Stay with the casualty
- Get someone else to call the ambulance
- If someone has collapsed – check own safety first
- A: Airways B: Breathing C: Circulation
- Provide basic life support, which may include use of the in-house Defibrillator, until qualified help arrives

EARTHQUAKE

- Drop, cover and hold
- Do not leave the building until shaking stops or unless the building is clearly unsafe
- After the shake check for > Injuries > Hazards > Damage
- Wait for instruction from your warden

BOMB THREAT

- Stay calm
- Alert the Floor Warden/Front of House Manager
- DO NOT TOUCH ANY OBJECT WHICH YOU DO NOT RECOGNISE
- If told to evacuate move to assembly areas or follow instructions

ASSEMBLY AREAS

Exit Via: Signed exit ways or as direct by Attendants/Floor Wardens

Rear: King Street Link Arcade Entrance

Front: Broadway Avenue Link Arcade Entrance

MEDICAL KITS

Enquire at Theatre Front of House Manager's Office or ask a Regent Theatre Staff person