

Performance Evac: Usher - Doors A & B

Meet Duty Manager at fire panel

If the path to your door is deemed safe



From the evac box outside your door, collect your high vis jacket & torch and wait inside the auditorium for announcement from the stage



Ensure that all wheelchairs, walking & mobility aids that have been stored in the foyer are taken to the customers



After the announcement, go into the corridor, open the fire doors and direct audience out to musterpoint
(Position yourself half way down the corridor, blocking the path to the foyer)



Once the auditorium is clear, enter the auditorium and check with the DM, then exit out of your fire door, closing them behind you, and go to muster point and await instructions



If the path to your door is NOT deemed safe



The DM will advise you of the safest route into the auditorium (likely to be the opposite door)



Collect the FOH evac box for that door from the foyer end of the corridor



The best route to your door will likely be across the stage unless the DM advises otherwise



After the announcement, stand at your door and prevent the audience from leaving through your exit, indicating the next best option



Once the auditorium is clear, exit yourself through the nearest safe exit and head to the muster point

Performance Evac: Usher - Door C

Upon hearing the fire alarm

If your door is deemed a safe exit



From your evac box, collect the high vis jacket & torch and wait for the announcement from the stage



Ensure that all wheelchairs, walking & mobility aids that have been stored in the foyer are taken to customers



After the announcement, go into the foyer, position yourself opposite the lift and direct the audience down the stairs to the main doors



Once the auditorium is clear, enter the auditorium and check with the DM, then exit out of your door and go to muster point and await instructions



If your door is NOT deemed a safe exit



From your evac box, collect the high vis jacket & torch and wait for the announcement from the stage



After the announcement, stand at your door and prevent the audience from leaving through your exit, indicating the next best option



Once the auditorium is clear, exit yourself through the nearest safe exit and head to the muster point

Performance Evac: **Usher - Door D**

Upon hearing the fire alarm

If your door is deemed a safe exit



From your evac box, collect the high vis jacket & torch and wait for the announcement from the stage



Ensure that all wheelchairs, walking & mobility aids that have been stored in the foyer are taken to customers



After the announcement, go into the vestibule and position yourself blocking entrance to the bar, directing people down the fire exit stairs and around the muster point



Once the auditorium is clear, enter the auditorium and check with the DM, then exit out of your fire exit, close the doors, go to muster point and await instructions



If your door is NOT deemed a safe exit



From your evac box, collect the high vis jacket & torch and wait for the announcement from the stage



After the announcement, stand at your door and prevent the audience from leaving through your exit, indicating the next best option



Once the auditorium is clear, exit yourself through the nearest safe exit and head to the muster point