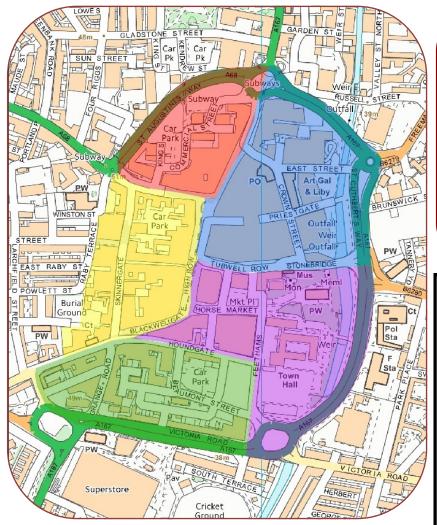
Emergencies in Darlington town centre: What to do

What can we do about the unexpected? Emergencies can happen in any location at any time, fortunately they don't happen here very often. What we can do is make sure we are prepared for if one does happen so we can reduce its impact.



If it is necessary to evacuate your premises, you will be notified—depending on the nature of the emergency by:

- Emergency services
- Fire alarms
- Media sources including social media (see reverse of leaflet)
- Public address systems
- Shop watch / Pubwatch

PLEASE NOTE:

during an emergency unless instructed otherwise, you should:

Go in – Wait inside until the all-clear is given by the emergency services. Stay in – Close and stay away from all windows and doors. Remain calm and

wait for further advice.

Tune in—to your local radio station or internet/social media for further information or instructions.

Responding to an emergency: Things you may need

Emergencies mean we have to respond quick. So preparing a 'grab bag' or small easy-to carry rucksack with essential items would help. Include practical items such as:

- Spare keys
- Important documents, an emergency contact list and insurance documents
- First aid kit
- Coins/cash (small denominations)
- Bottled water
- Mobile phone and charger
- Notebook and pen
- Radio and torch (both wind-up if possible)
- Whistle for attracting attention

What do I do following evacuation of my zone?

- Follow the advice of the emergency services
- Secure your property if possible
- Evacuate the building via the approved exits



IN THE RARE EVENT OF a firearms or weapons attack



RUN to a place of safety. This is a far better option than to surrender or negotiate. If there's nowhere to go, then...

HIDE. It's better to hide than to confront. Remember to turn your phone to silent and turn off vibrate. Barricade yourself in if you can. Then finally and only when it is safe to do so...

TELL the police by calling 999.



How can I prepare?

You should prepare an evacuation plan for your premises and consider:

- Make sure your staff members are aware of the any plan and any responsibilities given to them.
- Identify and train staff with responsibility for building evacuation.
- How staff / visitors will be alerted. Ensure that they know what to do and where to go.
- Who has responsibility for building evacuation and how are they trained?
- Identify assembly points a safe distance from your building.
- Consider the option of invacuation area, a safe are within your premises away from windows, should an incident not require immediate evacuation.
- How would you support staff or visitors with specific needs

(example: visual impairments)?

Have in place well prepared and tested business continuity plans.

Business Continuity: Are you prepared? =

Having arrangements in place for business continuity means that your business has an effective response to a serious interruption to normal business. It can also aid recovery from it too. It can help in minimising the impact of a disruption on business operations, employees, suppliers, customers; as well as reputation and future business prospects. It could be the difference between success and failure!

Do you have a business continuity plan?

Darlington Borough Council is committed to promoting resilience and business continuity planning. If you require help and advice in this area it is available free of charge by contacting:

Email: peter.bodo@darlington.gov.uk

Social Media		Useful Contacts	Use this space to make a note of people / organisations you would need to contact in an emergency.
		Name	Contact Details
arlington Borough Cou			
@DarlingtonBC	f darlingtonboroughcouncil		
urham Constabulary			
@DurhamPolice	f durhamconstabulary		
ounty Durham and Dar	ington Fire & Rescue Service		
@CDDFRS	f countydurhamdarlingtonfirerescueservice		
orth East Ambulance Se	ervice		
@NEAmbulance	f northeastambulanceservice		
orthern Echo	•		
@TheNorthernEcho	f darlingtonnews		
BC News			
@BBCBreaking			
C 28			