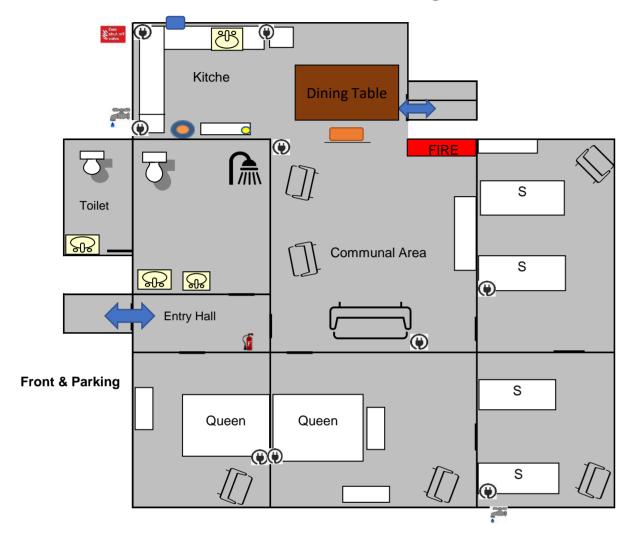
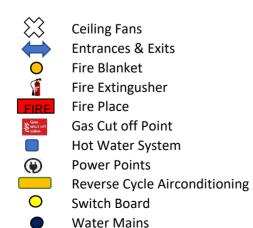


Newton Cottage Floor Plan & Emergency Plan



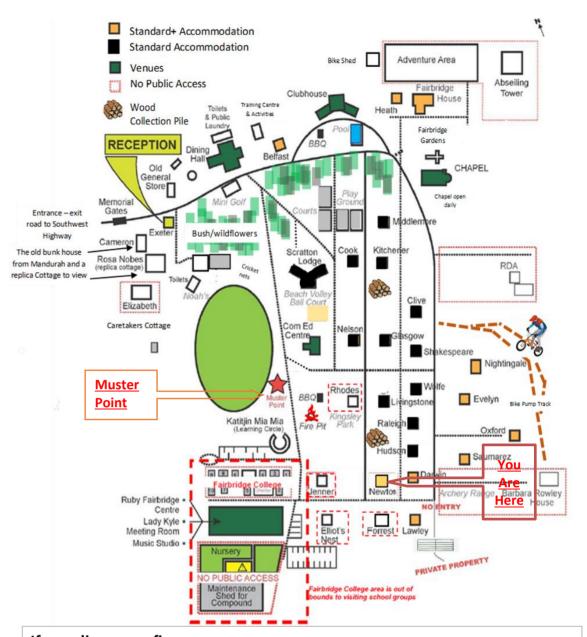




Caretakers - 0419 919 028

Emergency Only - Call out fees may apply

Reception Open 0830-1630 Closed at weekends & Public Holidays



If you discover a fire:

- Warn others in the immediate vicinity that a fire exists.
- If unable to extinguish the fire immediately evacuate the area, by following the emergency exit signs and proceed to the Assembly point at the Oval (see map).
- Inform the reception staff (9531 1177) ext 100 during office hours, or the Caretaker (0419 919 028) outside office hours, that a fire exists.
- If you are trained and confident that you are not placing yourself at risk of injury, attempt to extinguish the fire using appropriate fire extinguisher.
- If you are responsible for a visitor or contractor, you should ensure these persons follow the correct evacuation procedure.
- You should render assistance to injured personnel if capable but do not put yourself at risk.

updated: 1/10/22