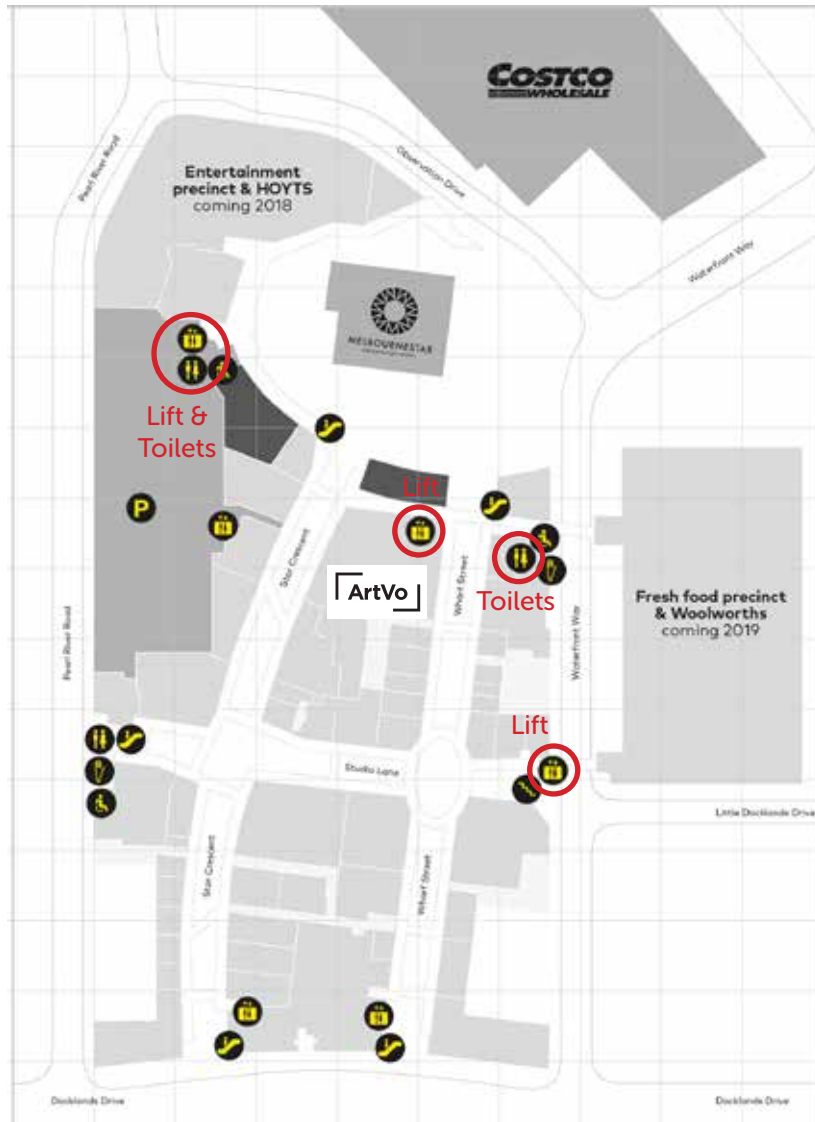


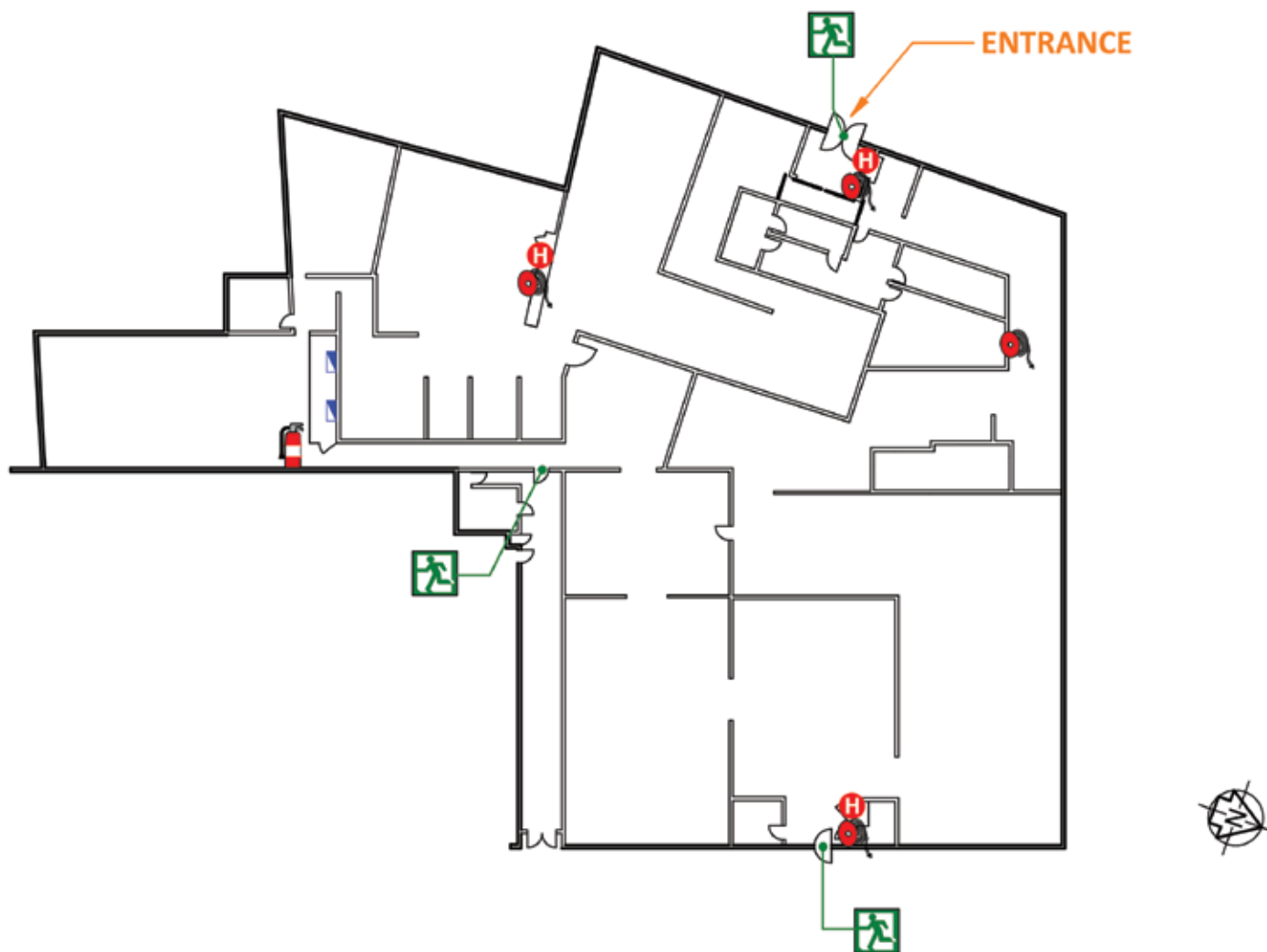
Access & Emergency Evacuation Procedures

- It is recommended that visitors use amenities before entering ArtVo as there are no toilets in the gallery. Pass outs are available if visitors would like to leave and return later. Disabled toilets are available.
- The venue is wheelchair accessible - ArtVo welcomes guests with special needs or disabilities, both visible and invisible, to enjoy the full immersive experience- the ArtVo Access Key can be downloaded at www.accessabilityaustralia.com/portfolio-items/artvo. ArtVo staff are happy to assist in any way they can.



- All staff are trained in emergency procedures and how to deal with emergency situations. In the case of an emergency staff will advise and direct all visitors on appropriate action. Emergency alert and evacuation tone systems are in place and will provide direction to the teacher in charge of the group and this person is responsible for ensuring compliance with the directions by all students.
- First aid kits are available and are kept in the same area where bags and coats are stored. Staff are trained in first aid and able to assist in the event of a first aid or medical issue. Contact staff immediately in the event of any first aid or medical issues.
- All employees of ArtVo have a current Victorian Working with Children check
- If you notice a hazard or incident report to staff immediately.

Gallery Floor Plans



EMERGENCY PROCEDURES

IN CASE OF FIRE (Remember RACE..!)

- R** REMOVE PEOPLE FROM IMMEDIATE DANGER AREA
(Do not obstruct Exits and Exit Routes)
- A** ALERT OTHER GUESTS IN VICINITY OF THE FIRE
Dial 000 and ask for the Fire Brigade
- C** CONFINE FIRE AND SMOKE
Close doors behind you and where practicable, windows also (To contain smoke/ fire)
- E** EXTINGUISH / CONTAIN FIRE
If contained and if safe to do so, operate appropriate extinguishers / fire hose reel (EVACUATE)

Should an evacuation of the building be required follow the exit signs to locate the nearest safe emergency exit and proceed to the designated assembly area.

SAFETY MEASURES

- Always turn off all electrical appliances and shut all doors.
- Your first role is life safety. ONLY attempt to extinguish a fire if safe to do so.

Mobility impaired persons should evacuate immediately upon notification of an emergency, with assistance from a nominated person.

EMERGENCY SERVICES



**POLICE
FIRE
AMBULANCE**

LEGEND

- Emerg. Call Point
- Manual Call Point
- Warden Phone
- Fire Extinguisher
- Fire Hose Reel
- Fire Hydrant
- Fire Panel
- Egress Path
- Exit
- SwitchBoard
- Fire Blanket

SITE PLAN



MELBOURNE STAR
OBSERVATION WHEEL



AT THE ASSEMBLY AREA

- Account for people from the building.
- Report any person missing to the Fire Brigade / Responding authorities.
- DO NOT re-enter the building until the "ALL CLEAR" is given by the responding Emergency Services.