

## **Emergency Contacts**

### **Important Notice:**

#### **EMERGENCY CONTACTS FOR STAFF AND STUDENTS**

If you are involved in an emergency, such as:

- Actual or threatened harm to Conservatoire students, staff or visitors
- Actual or threatened damage to Conservatoire buildings or property
- Actual or threatened disruption to the Conservatoire's business or reputation

For example: accidents, fatalities, natural disasters, fires, bomb threats, sabotage, threats to personal safety, health alerts, epidemics, hazardous incidents, public order incidents, criminal activity and serious misconduct

You should take the following action:

If the incident is obviously life threatening or serious, call the appropriate Emergency Service (Fire, Ambulance or Police) by dialling 999. (9) 999 from inside the building)

Provide practical assistance only where the course of action is clear and it does not threaten or compromise your own health or safety or the health or safety of any other person.

Please remember the three golden rules:

- Preserve life above all other things
- Prevent the situation worsening
- Promote recovery of the situation

Make contact as soon as possible with the member of senior staff whose contact numbers are listed below:

#### Students

Suzanne Daly, Academic Registrar, on (+44) 07703 737091

Email [S.Daly@rcs.ac.uk](mailto:S.Daly@rcs.ac.uk)

#### Staff:

Jackie Russell, Director of Human Resources, on (+44) 07538389446

Email [J.Russell@rcs.ac.uk](mailto:J.Russell@rcs.ac.uk)

These numbers are for **EMERGENCY** use only