Millbrook Cricket Club

Communication procedure

How you raise the alarm, call for help and tell people what to do.

In short

- Warn people nearby clearly.
- Call 999: give the venue name and address.
- Tell Priya Shah.
- Phones on silent if hiding.

Step by step

1. The person who sees danger first warns everyone nearby: shout clearly and simply what to do.
2. Use the pavilion's speaker and a word from the bar staff to warn people in other rooms.
3. Call 999 as soon as it is safe. Give the venue name, Millbrook Cricket Club, and the address.
4. Tell the person in charge, Priya Shah, when you can.
5. Keep phones on silent if you are hiding.
6. After the event, write down what happened while you remember it.

Version 1, approved 3 November 2026 by Priya Shah.
These procedures were prepared with hailo to help the venue plan for emergencies. They are guidance, not legal advice. The responsible person is accountable for making sure they suit the building and its use. hailo can't confirm that a venue meets the law: only the SIA can judge that.