



COMMUTERS

Evacuation
advice



OXFORDSHIRE
COUNTY COUNCIL
EMERGENCY PLANNING

www.oxfordshire.gov.uk

Introduction

With the possible threat of terrorist activity, an awareness of the basic advice outlined in this leaflet can help you prepare to deal with unexpected incidents.

Emergency plans

Find out about the following plans:

- Your children's school - will children be kept at school or sent home and how can you arrange for them to be picked up?
- Your workplace - if your workplace has plans in place for emergency evacuations, find out what you are meant to do.
- Emergency plans affecting your area.

Suspicious packages

If you find a suspicious package in a building carry out the following:

- Do not touch it.
- Get everyone out of the room/building. Isolate the room and prevent others from entering.
- If applicable, alert the building security staff.
- Call the emergency services.
- Make a list of those persons who were in the room to give to the emergency services, when they arrive.
- Wait in a safe place until the emergency services arrive and follow their instructions.

If a spill or other chemical release occurs it is important to:

- Stay away from the scene.
- Attempt to get upwind of the contaminated area.
- Call the emergency services and follow their instructions.

Workplace preparation

Prepare a personal emergency kit

Keep the following items handy:

- Battery operated radio (with spare batteries).
- Torch (with spare batteries), candles with a suitable holder and matches.
- First aid kit and manual.
- Medications, toiletry and sanitary supplies.
- Special needs for people with disabilities.
- Spare clothes and strong shoes.
- Mobile phone and charger.
- Strong plastic bags for carrying items.
- Extra car and house keys.
- Next of kin contact details.
- A copy of this leaflet.

If you are asked to stay inside your workplace:

- Stay inside and close and lock all windows and external doors. Ensure your keys are readily available, or that you have an accessible escape route if you need to evacuate.
- If advised by emergency services, turn off all heating and air conditioning systems.
- Listen for emergency warnings and safety advice on radio or television. **Go in, stay in, tune in.**

If you are asked to evacuate your area:

- When directed by the emergency services, turn off the electricity, gas and water, unplug appliances, lock doors and windows.
- Take your emergency kit with you, including important documents.
- Leave as quickly as possible, as you may become more endangered the longer you stay.
- Allow for special needs or infants, the aged and people with disabilities.

In the car

This may vary according to the time of the year, but keep these items handy in the car

All year round

- Bottled water
- First aid kit
- Torch and batteries
- Car charger lead for mobile phone
- Sweets, longlife snacks

October to May

- Warm clothing and hat or a blanket
- Waterproof coat
- Wellington boots
- Spare socks

Basic first aid

Knowing the basics of first aid can be very useful in an emergency and you are encouraged to enrol on a British Red Cross Society or St John Ambulance course.

Self- Decontamination Advice

If there is no immediate mass decontamination available:

- Take off top clothes and bag if possible
- Wash/sponge exposed skin with bottled/tap water or bottled drink
- Go home
- Take a shower
- Bag all clothes and mark as hazardous waste and await disposal advice
- Contact NHS Direct if feeling unwell
- Visit GP or Accident & Emergency department of local hospital if advised by NHS Direct or if still feeling unwell
- CALL EMERGENCY SERVICES if unwell feelings persist and you are unable to get to the Accident & Emergency Department or GP. **Warn operator of symptoms and possible contamination.**

Transport incidents and evacuation from cities

- Use travel routes specified by emergency services. Do not use shortcuts because certain areas may be impassable or dangerous.
- Stay away from fallen power lines.
- If you get to a rest centre, register your details at the registration desk.
- Call an out-of-town contact and let them know where you are going.
- Follow the instructions issued by emergency services.
- When you return to your workplace after being told it is safe to do so, open windows to provide ventilation.

London evacuation

Planning assumptions

- Rail network - primary evacuation route.
- Self evacuation - private vehicles.
- Mass evacuation - last resort.
- Decontamination - prior to evacuation where possible.

Road evacuation

- Use of pre-designated high capacity access/egress routes.
- Pre-designated "pit-stops" on main routes.

Rail evacuation

- The rail network will be the main means of managing mass evacuation from London.

- One station for Oxfordshire has been identified.
- Evacuees from London will be directed to the nearest and safest London station.
- Evacuees from London may not be evacuated to their normal home station.
- Arrangements will be made at the receiving station to provide transport to the evacuees' home town.
- Evacuees can expect long delays at receiving stations owing to the expected number of evacuees (50,000 in 12 hours in Oxfordshire)
- Rest centres will be set up for those who cannot return immediately to their homes owing to contamination or damage in the area.
- Monitoring arrangements for possible contamination may be made at the stations or rest centres. This will depend on the availability of specialised equipment and staff.
- Arrangements will be made for vulnerable people and those with special needs.
- Arrangements for information will be made at the station and in the rest centres under existing public information plans.
- There may be no formal registration process of evacuees owing to the expected numbers. Formal registration will take place in longer-term accommodation arrangements.

Threat level

While there is no specific threat of attack which would lead to a mass evacuation, the government has indicated that the possibility exists. Therefore it would be in your best interest to keep a copy of this leaflet with you when travelling and ensure that you are prepared for a more difficult journey home if these plans have to be activated.

- Prepare your emergency kit of spare clothing, mobile phone, money, next of kin contacts.
- Think carefully before any self-evacuation and make preparations (food, water, fuel, the needs of the vulnerable in your party) to ensure that you can reach your chosen destination largely unaided.
- Listen to the advice of the emergency services in the affected area.
- Assist the local authorities in the receiving areas with their requests and instructions.

Thank you for reading this leaflet.

Please keep it somewhere handy.

For more information about Oxfordshire County Council's Emergency Planning Unit, please contact:

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