FITREC SWIM SCHOOL
Emergency Evacuation Procedure

POOL EVACUATION PROCEDURE
In the event that we must evacuate the Boston University Fitness and Recreation Center, we have provided you with the steps you must take to ensure the safety of yourself, your family, and others around you. Please review the important information below as it describes in detail the emergency procedures to exit the building in the event of an evacuation.

• Please follow the lifeguards up the Competition Pool bleacher stairs and out the emergency exits located at the top of the bleachers, then out behind the Fitness and Recreation Center on the grass.
• No one is allowed to reenter the building until the “all clear” has been given.
• Swim Instructors are responsible for keeping your child’s class together. Swimmers will be within an arm’s-length distance from the instructor at all times, unless you are present.
  o If you are present, you and your child should stay with the swim instructor.
  o You may sign you child or children out of our care, but should not do so until everyone is at the evacuation site and has been accounted for. See below for how to sign our your swimmers.
  o It may be a good idea to come prepared with a pair of sandals or shoes and towel for your swimmer to put on if we must evacuate the building.
• The Swim Lesson Supervisor will keep the attendance binder with them at all times during the evacuation.
• Please be sure to remain calm and exit the building in an orderly fashion. Follow the lifeguards and the swim instructors as they are trained in organizing the exit of the classes and participants.

SIGNING OUT SWIM SCHOOL PARTICIPANTS
If you wish to leave with your swimmer when an evacuation occurs, please follow these steps:

1. The swim instructor needs to keep your swimmer and direct you to the Swim Lesson Supervisor to sign your swimmer out.
2. Please report to the Swim Lesson Supervisor and sign the attendance binder next to your child’s name.
3. The Swim Lesson Supervisor will then walk you to the swim instructor and let them know that your swimmer is signed our and no longer their responsibility.
*NOTE: Swim Lesson Supervisors are the only persons who can approve any parent leaving with a child. It is best if this happens after everyone from the swim school is at the evacuation site and accounted for. It is extremely important to safely exit the building in a calm and orderly fashion.

EVACUATION SITE
The evacuation site is the rear terrace located behind the Fitness and Recreation Center.

To exit the pool deck, staff will accompany patrons out the North emergency exits taking the northwest and southwest stairwells located on the pool deck.

In the event of inclement weather, all instructors will direct their classes into the Student Village 1 located at 10 Buick Street. Check in with the Swim Lesson Supervisor upon arrival. Staff must remain with their patrons at all times.

If the normal exit route is blocked, please use the central stairway to exit the building.

Disabled individuals will follow the Aquatics Graduate Assistant through the Agganis Arena loading dock exit and onto Harry Agganis Way.