Chalet accommodation

Guidance notes

ON ARRIVAL

A member of the Bonaly staff will try to offer you a guided tour around the facilities on your arrival.

FIRE

The chalet accommodation has full fire protection -

- Fire alarm system
- Emergency lighting to guide you to the Exits
- Fire extinguishers

The fire assembly point is on the grass area outside the Chalet (turn left outside the main door)
You will be shown what to do in the event of the fire alarm sounding and how disable the siren.

Fire Drill

On arrival, each group is required to take part in a fire drill which will be organised by the Duty Warden. A mutual time will be arranged when you arrive on-site. The young people and adults will require to be present.

If any of your party have additional needs or mobility issue that require a PEEP (Personal Emergency Evacuation Plan) this also needs to be included in the fire register. (information to be sent before-hand).

Fire Register

Please complete the fire register by adding the full name for everyone sleeping in the accommodation and indicate who are the adults.

HOT WATER

Kitchen, Bedrooms, Toilets and Showers -
The hot water controls for the Hot Water are all centrally controlled on a timer.
Hot water available : 6am to 10am and 4pm to 11pm

HEATING

All rooms are fitted with electric wall mounted panel heaters.
The heating is centrally controlled on timers -

Zone one	Dining hall and Leaders lounge	6am to 11pm
Zone two	Ground floor bedrooms and toilets	6am to 10am & 4pm to 11pm
Zone three	First floor bedrooms and toilets	6am to 10am & 4pm to 11pm

PLEASE ENSURE ALL HEATERS ARE SWITCHED OFF WHEN NOT IN USE

BEDDING

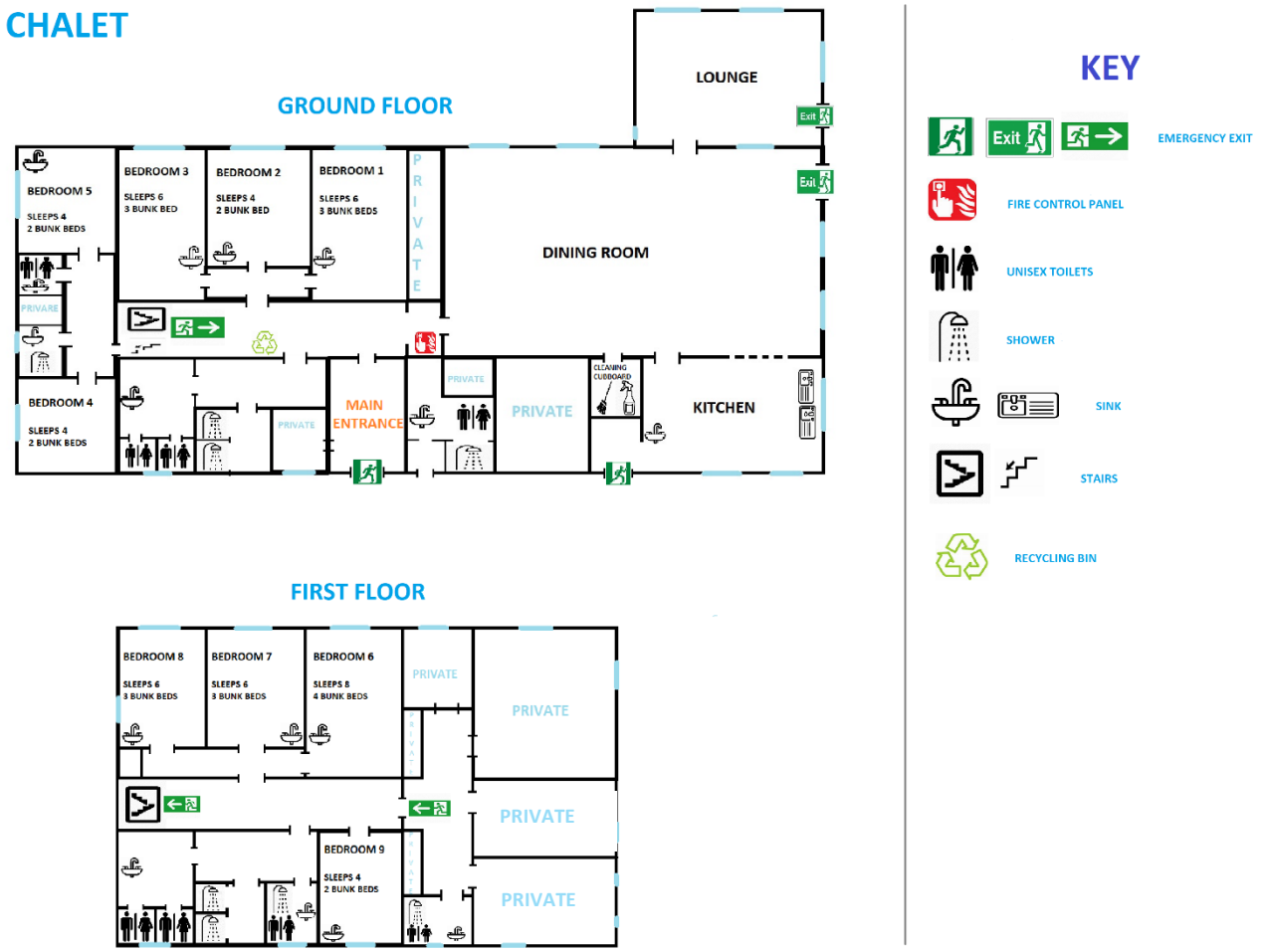
Each bed is provided with a pillow and pillow case.
Full bed linen – Duvet, sheet and duvet cover can be provided at an additional cost (must be booked in advance).

CLEANING

Before departurxz e please follow the list of requirements on the 'check out' sheet provided.
We provide – (located in the cupboard in the dining hall).
Black bags, Toilet rolls, toilet cleaner, surface cleaner, floor cleaner, cloths, mops, brush and vacuum cleaners.
NB: The dishwasher in the kitchen has an automatic detergent supply.

WASTE and RECYCLING

General waste should be placed in the refuse bins located in the cages at the bottom of the main car park.
Recycling bins are provided throughout the building. Separate recycling facilities are located in the cages at the bottom of the main car park.



Chalet Accommodation

FIRE ALARM

What to do if the Fire Alarm sounds …

- Evacuate the building
- Assemble your group at the Assembly Point – turn left up the path.
- Take a register
- Call the Fire Brigade (if necessary)
    - Contact the Duty Warden – 07555 669 017
- When / If it is safe to do so … return to the building

Re-set the Alarm Panel

- The key is kept in the panel … 'Normal Position'
- Turn the key … 'To arm controls'
- Press … 'Silence alarm / fault sounders'
- Press … ' Reset / test'
- Turn the key back to …'Normal position'

Zones

- Zone 1 Ground Floor
- Zone 2 First Floor
- Zone 3 Flat Accommodation (first floor)

Contacts :

Alarm company - HF Group 0131 337 4011 (authorisation required by Bonaly Staff)

Duty Staff Mobile - 07555 669 017

Updated September 25