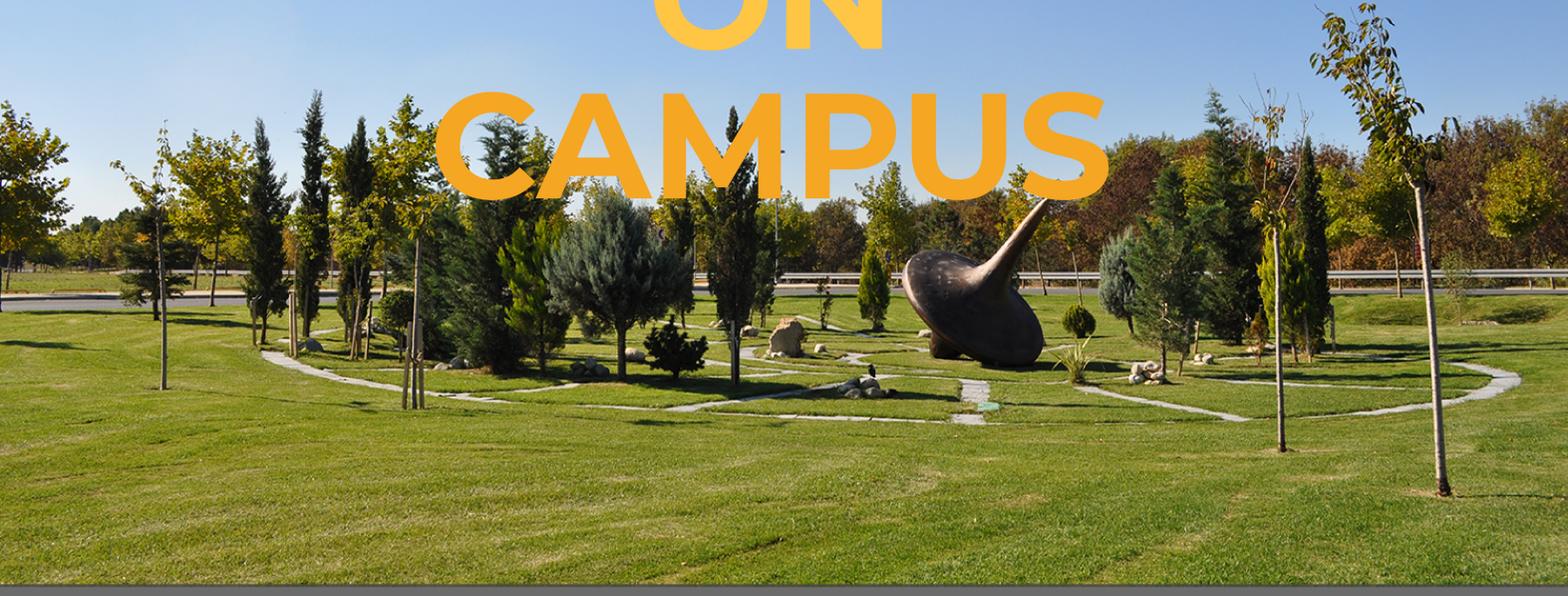


SAFE LIFE ON CAMPUS



Please find below information on regulations at The Koç School Campus as part of our safe life culture.

We appreciate feedback that might contribute to the development of our safe life culture: please notify us of dangers, near-miss situations and risks you witness while you are on by emailing jsgevre@koc.k12.tr

- Please show your ID and mention the department/person you are planning to visit to the Security Staff at the main entrance.
- The speed limit is **30km** on our campus and there are **one-way roads**.
- Please obey the speed limits and traffic signs. Do not use a mobile device while driving.
- Use your seat belt for your own safety and warn others who do not put theirs on.
- Park in designated areas on the parking lot facing the exit direction for fast evacuation in case of emergencies.
- Do not leave the activity/event area without notice.
- Smoking is not allowed on our campus.
- Please remember to bring your Personal Protection Gear if necessary for the activity you are participating.
- If you encounter animals (not pets) that might pose any kind of risk, please notify authorities. Contact the infirmary (0216 585 62 44) in case of emergency.
- Follow the Occupational Health and Safety warning signs. Do not enter the locations for authorized staff.
- Ask for assistance of The Koç School experts for technical issues such as electrical support etc.
- Please do not use broken, malfunctioning or risky mechanical, electrical or sports equipment.
- Please obey the rules and safety precautions determined for common places such as the pool and the gyms. Inform swimming teachers and lifeguards about the swimming experience of your child/student. Do not use the pool without informing the pool supervisors and without the presence of the lifeguard.
- Please dispose trash in designated waste bins.
- Keep a list of your student's chronic diseases such as diabetes and allergies and share this information with the school doctor if necessary.
- Please call the infirmary immediately in all cases of emergencies that necessitate a medical intervention (0216 585 62 44) and get help from the nearest authority.

IN EMERGENCY SITUATIONS



During an earthquake, until the earthquake is over, protect yourself by applying Lie Down-Protect-Hold next to an intact item that would not fall down. Evacuate the building after the earthquake is over.

During a fire, press on the fire alarm button and warn those around you out loud. Evacuate the building through the safest exit. Call 110 - Fire and inform the nearest authority when you reach a safe point. Do not take any action that puts you at risk.

When evacuation is necessary, NEVER use the elevators. Proceed to the meeting area quickly, without panic, void running and follow the emergency signs. Please give your attendance in the Assembly Area by registering your name to the Emergency Situation Management Team.

Do not intervene in any incident that might put you at risk. Inform the nearest authority immediately. Please follow the instructions of the emergency teams trained in this field

For Potential Emergency Situations:

Learn the exits and Assembly Areas. (See Campus Plan)

INFIRMARY: 0216 585 62 00/ 6244
0216 585 62 00/ 6217
SECURITY: 0216 585 62 00/ 6000
EMERGENCY VICE-COORDINATOR: 0216 585 62 00/ 6207
OHS SPECIALIST: 0216 585 62 00/ 6620

Please remember to keep your students' Disaster/Emergency Situation Family Contact information with you. Submit them to our Emergency Situation Management team when necessary.

Important Emergency Situation Phone Numbers

EMERGENCY SERVICE 112
FIRE 110
POLICE 155
POISON INFO 114
FOREST FIRE 177
MILITARY POLICE 156

CAMPUS LAYOUT PLAN

