



THE PHOEBE NEEDLES CENTER, INC.

PLEASE BE AWARE OF THE FOLLOWING SAFETY ORIENTATION BEFORE YOU STAY WITH US:

EMERGENCY COMMUNICATION

Cell phone service is not reliable at the Center. In an emergency, use telephones located in the Phoebe Needles Center office, and in the McCauley Hall kitchen.

9-1-1 FIRE -- SHERIFF -- EMERGENCY MEDICAL SERVICES

Local 9-1-1 dispatchers should have the address for the Center, but may need directions to a particular building. The address of the Phoebe Needles Center is: 732 Turners Creek Road; Callaway, Virginia 24067. The phone number is 540-483-1518. The extension for the kitchen is: 15.

In the event of any type of emergency, after you call 9-1-1, please **contact Rev. John H. Heck, Executive Director**, at 540-483-1518 (Office), or other designated emergency contact.

WEATHER

Outdoor activities should be discontinued during **thunder or lightning storms**. Thunder is caused by lightning. If you hear thunder, even if you do not see lightning, get inside a building or an automobile.

In the event of a **tornado**, go into a building, remain on the first floor away from windows. A safe place inside a building is in a doorway.

FIRST AID PROVIDER AND FIRST AID KIT

We advise the "responsible party" in every group using the Center to provide, at a minimum, **someone trained** (as recognized by a nationally recognized service provider) in **basic First Aid and CPR**, and to **bring a first aid kit** with them. A first aid kit with very limited supplies can be found in the McCauley Hall kitchen near the telephone. Rental group leaders should **store and lock all medication (both prescription and over-the-counter)** except when in the controlled possession of the person responsible for administering them.

MISSING PERSONS

Call the Franklin County Sheriff's Office 9-1-1 -- in the event of a missing person.

INTRUDERS AND OTHER SECURITY CONCERNS

Call the Franklin County Sheriff's Office 9-1-1 -- with any concerns about intruders and/or your security.

WARNING SYSTEMS

All buildings are equipped with **smoke detectors**. If a smoke detector sounds, evacuate the building at once, and call 9-1-1.

In the event of a **power outage**, emergency lighting will come on in Webb Lodge, McCauley Hall and Saint Peter's Church.

OTHER EMERGENCIES

In the event of a **wildfire**, get all members of your group out of the area immediately, and seek a safe location. Follow the instructions of the fire department, sheriff, or public safety personnel to insure the safety of everyone in your group.

If a **leak in the gas grill or gas appliance** is detected or suspected in the kitchen or outdoors, evacuate the building immediately, and contact The Rev. John H. Heck, Executive Director.

WILD ANIMALS

There are bears, snakes, raccoons, skunks, opossums, coyote, deer, bats, and other wild animals from time to time on the Phoebe Needles property. Do not try to catch or handle any type of wild animal.

OTHER NATURAL DANGERS

Unless otherwise authorized by the Executive Director, keep members of your group off all specialized activities such as Low and High Ropes Course equipment, electrical transformers, well houses, outdoor heat pumps, air conditioners, swimming pool, Phoebe Needles Center vehicles, wastewater treatment facility, outdoor grill, and all other posted areas on the Phoebe Needles Center property.

Please use **care when walking, running, or engaging in outdoor activities** as terrain is uneven in places. Many surfaces become slippery when wet.

In signing the contract you agree to abide by the "**Terms and Conditions**", and acknowledge that you have read and understand the "**Safety Orientation**", and accept responsibility in the event these terms and conditions or safety procedures are not met by you or your guests, and for any property damaged during your stay at the Center.

Have an enjoyable time at the Phoebe Needles Center!
If we can assist you while you are here please let the Executive Director or any of the staff know.
You may call the director at 540-483-1518 or 800-848-1677 at any time in an emergency.