** PEEP Summary Sheet**

*This document is only to be used as a summary of the main Personal Emergency Evacuation Procedure form (see section 1.4 of the PEEP Policy 2019).*

**PERSONAL DETAILS:**

|  |  |  |  |
| --- | --- | --- | --- |
| Name: |  | Date issued: |  |
| Emergency contact details (i.e. mobile phone number) |  |
| Staff  |  | Student |  | Valid to date:(Minimum annual review) |  |

 **PLACE(S) OF STUDY**

|  |  |  |  |
| --- | --- | --- | --- |
| Building |  |  |  |
| Floor |  |  |  |
| Room Number |  |  |  |
| Times when applicable |  |  |  |

**MOBILITY**

|  |  |  |
| --- | --- | --- |
| **Status** | **Tick** | **Notes** |
| Requires significant assistance |  |  |
| Requires limited assistance  |  |  |
| Able to self-transfer into Evac Chair |  |  |
| Able to escape unaided |  |  |
| **Additional Notes** |

**Summary of action required: To be completed by PEEP Assessor**

|  |
| --- |
| Additional Learning Support: |
| Estates:  |
| By the Individual:  |
| Residential Services: |
| Faculty, Department or Professional Service: |
| Other? |
| **Completed by (PEEP Assessor)****Name Date** |