

#### Emergency Hospitals.

Victoria Hospital, Chobham Road, Woking. Tel. Woking 1526.  
War Hospital, Oriental Road, Woking. Tel. Woking 58.

#### Rescue Party Depots.

Goldsworth Road, Woking. Tel. Woking 2536 or 2410.  
Camphill Road, West Byfleet. Tel. Byfleet 650.

#### Decontamination and Cleansing Depots.

Council Depot, Goldsworth Road, Woking. Tel. Woking 2536 or 2410.  
Council Depot, Camphill Road, West Byfleet. Tel. Byfleet 650.

#### Cleansing Centres.

F.A.P. 1. Boundary Lane, Woking. Tel. Woking 2617.  
F.A.P. 2. Mount Hermon Road, Woking. Tel. Woking 2547.

#### Casualty Information Bureau.

Old Council Offices, Commercial Road, Woking. Tel. Woking 2410.

#### Billeting Office and W.V.S.

3 Bath Road, Woking. Tel. Woking 2596.

#### Citizens' Advice Bureau and Guild of Social Service.

6A Guildford Road, Woking. Tel. Woking 340.

#### Employment Exchange.

Chapel Street, Woking. Tel. Woking 553.

#### Assistance Board.

"Woodside," Elgin Road, Weybridge. Tel. Weybridge 3687-8.

#### Public Assistance Authority.

Sharrard House, Heathside Road, Woking. Tel. Woking 2295.

#### Police Stations.

Woking—Heathside Road, Woking. Tel. Woking 1991.  
Byfleet—Rectory Lane, Byfleet. Tel. Byfleet 511.  
Knaphill—Oak Tree Road, Knaphill. Tel. Brookwood 3143.

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### Before the Raid

#### Identification.

Wear an identification disc on your person or carry a card in your pocket (preferably within your National Registration Card) with name and address of next of kin.

#### "Come Right In" Agreements.

Make a reciprocal arrangement with friends or relations, at least half a mile away, for temporary lodging if either house is bombed.

#### Spare Clothes.

Keep a bag packed with spare clothing and necessary toilet requisites, ready for a move at short notice—or keep it at a friend's house.

#### Clothing.

Mark your clothing with your National Registration Identity letters and numbers. This will assist in identifying you, and also your clothing if it has to be sent for decontamination after gas.

#### Money.

Protect your money in an oilskin or rubber pouch, as in the event of contamination by gas, paper money might have to be destroyed.

#### Residents.

Keep your Warden informed of the number of persons sleeping in your home and of any alterations.

#### Information.

Study this pamphlet and know where you have to go and what you have to do in an emergency.

#### Fire-fighting.

Do your bit by joining a fire-fighting party, and undergoing the training. Have sandbags, sand and water instantly available, and also stirrup-pump, rake and shovel if possible.

WOKING URBAN DISTRICT COUNCIL

# ADVICE for BOMBED CIVILIANS

INFORMATION FOR USE  
BEFORE, DURING AND  
AFTER A RAID

If you are not clear about any particular point in this pamphlet, or want information or advice on other similar matters, do not hesitate to call or ring up the **Information Bureau, Old Council Offices, Commercial Road, Woking (Tel. 2410)**, and clear it up at once before the emergency.

COUNCIL OFFICES  
WOKING

Tel. Woking 2410

September, 1941

### During and After the Raid

#### Rest Centres.

For those who have to leave their homes and who have not made "Come Right In" Agreements (see p. 2), Rest Centres, where food and shelter can be obtained for periods up to 48 hours, have been arranged by the Public Assistance Authority of the Surrey County Council as follows:—

Constantly ready **Salvation Army Hall, Church Street, Woking.**

To be opened as required **The Atalanta Dance Hall, Woking.**  
**British Legion Headquarters, Maybury Road, Woking.**  
**Highclere Hall, Knaphill.**  
**British Legion Hall, Westfield.**  
**British Legion Comrades Club, High Road, Old Byfleet.**  
**Working Men's Club, Walton Road, Woking.**  
**Methodist Hall, Rectory Lane, Byfleet.**  
**Women's Institute, Sutton Green.**  
**Woking Golf Club, Hook Heath.**  
**New Zealand Golf Club, Woodham Lane.**  
**Methodist Hall, Commercial Road, Woking.**

Large stocks of clothing are available, and advice and information can be supplied at these centres.

#### Homeless.

The occupants of houses which cannot be made habitable within 48 hours will be provided with billets in this district, or with certificates to enable them to obtain billets in other areas. Billeting Office Staff will be in the Rest Centres. The Main Billeting Office is at **3 Bath Road, Woking (Tel. 2596)**.

Railway Warrants for journeys to join friends or relatives in other towns may be obtained, in certain circumstances, from the **Public Assistance Officials, Sharrard House, Heathside Road, Woking.**

#### Cooking Breakdowns.

In districts where gas and electric services are cut off, households, solely dependent on these services for cooking, will be fed from field kitchens which have been arranged at schools in the most populous areas by the Surrey County Council or from caterers throughout the district.

#### Casualties and Lost Relatives.

If you have lost touch with relatives or if you are afraid they may be casualties, apply to the **Casualty and Information Bureau, Old Council Offices, Commercial Road, Woking** (Woking 2410). The latest information from Hospitals, First Aid Posts and Police is available there.

**DO NOT** yourself enquire from the Hospitals or First Aid Posts.

#### Gas Contamination.

(a) If you are contaminated and uninjured, go as follows:—  
MEN to Council Depots at Goldsworth Road, Woking, or Camphill Road, West Byfleet.  
WOMEN to First Aid Posts at Mount Hermon Road, Woking, or Boundary Road, Woking.

(N.B.—A new Decontamination Centre for both MEN and WOMEN is under construction at **Boundary Road, Woking** (near First Aid Post) and when it is completed MEN and WOMEN who are contaminated and uninjured should go there. Wardens will be advised when the Centre is ready.)

If you are contaminated, uninjured and at a distance from above, remove contaminated garments, leave them outside and enter nearest house. Send report to nearest Warden and take a bath—hot, if possible.

(b) If you are contaminated and injured, male and female casualties, able to walk or be taken by car, will be dealt with at First Aid Posts (see above).

Stretcher cases will be taken to Hospitals.

#### Medical Treatment.

A.R.P. Medical Services and Emergency Hospitals (see back page) will provide treatment during the raid.

Subsequent treatment in out-patients' departments or at home is available free of cost for those who receive a hospital order on discharge (E.M.S. 114). Further information may be obtained from the Assistant Medical Officer of Health i/c A.R.P. Services, Old Council Offices, Commercial Road, Woking (Woking 2410).

#### Clothing.

Stocks of emergency clothing are held available for use in the Rest Centres and by the Women's Voluntary Services, 3 Bath Road, Woking (Tel. 2596).

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You may obtain money with coupons to replace essential clothes from the **Assistance Board, "Woodside," Elgin Road, Weybridge** (Weybridge 3687-8).

#### Furniture, etc.

The Council will help to protect furniture and effects, and if necessary will remove them to a local store.

If you have had to move some distance from your destroyed home and cannot afford to transport your goods, apply to the **Assistance Board** (address above).

You may obtain money to replace essential furniture in your new home from the **Assistance Board** (address above).

#### Repairs to Damaged Houses.

The Council will carry out "first-aid" repairs to your house to enable you to return to it as soon as possible. Owners of property should apply to the **Engineer and Surveyor, New Council Offices, 4 York Road, Woking** (Tel. 2410) for a form on which to claim for damage and for details of arrangements for carrying out permanent repairs.

#### Compensation for Injuries.

Wage-earners who are injured in an air raid and unable to work for a period of not less than 7 days should apply to the **Assistance Board** (address above).

Wage-earners who are injured and in urgent need of money can apply to the **Assistance Board** before the lapse of 7 days.

#### Pensions.

Applications for Pensions by Widows, Orphans or Dependent Parents of workers and Civil Defence Volunteers should be made personally or in writing to the **Chief Regional Officer of the Ministry of Pensions, Oakfield Court, 5 Camden Hill, Tunbridge Wells, Kent**.

#### Rates.

No rates are payable if a house is unoccupied and empty of furniture.

Where a house contains furniture, but cannot be occupied owing to air raid damage, apply for exemption from, or reduction in rates to, the **Rating and Valuation Officer, New Council Offices, Guildford Road, Woking** (Tel. 2410).

#### Decontamination of Animals.

Apply to your Warden for information.

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#### Lost Books, Cards, etc.

If you have lost	apply to
Food Ration Book	Old Council Offices, Commercial Road, Woking.
Identity Card	do.
Gas Mask	do.
Pension Book for Old Age, Widows' and Orphans' Pensions	Ministry of Health, Pensions Branch, Blackpool, Lancs. (N.B.—Give full name, former address, new address and nearest Post Office.) (N.B.—If you still have your book but have had to go some distance from your home, you can draw your Pension at any Post Office.)
National Health Insurance Card	Post Office for a new card and Information Bureau, Old Council Offices, Commercial Road, Woking, for a form of claim for credit.
Unemployment Insurance Book	Ministry of Labour, Employment Exchange, Chapel Street, Woking.
Medical Card (National Health Insurance).	Local Insurance Committee (Apply at any Post Office for address.)
Billeting Allowance Form	Billeting Office, 3 Bath Road, Woking (or local Billeting Officer).

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#### Useful Addresses and Telephone Nos.

##### Council Offices, Guildford Road, Woking.

(Clerk's, Accountant's, Rating and Valuation, Public Health, and Engineer and Surveyor's Departments.) Tel. Woking 2410.

##### Old Council Offices, Commercial Road, Woking.

(Sub-Controller for Civil Defence, A.R.P. Dept., Food Office, National Registration Office, Information Bureau, A.R.P. Medical Services and Transport.) Tel. Woking 2410.

##### Fire Brigade.

Central Fire Station, Church Street, Woking. Tel. Woking 2222 or 2410.

Byfleet Sub-Station, High Road, Byfleet. Tel. Byfleet 2309.

##### A.F.S. Stations.

Byfleet Auxiliary Station, Church Hill, Byfleet. Tel. Byfleet 3090.

Horsell Auxiliary Station, "Bowness," Church Hill, Horsell. Tel. Woking 2590.

Old Woking Auxiliary Station, Fleming's Garage, High Street, Old Woking. Tel. Woking 2537.

Knaphill Auxiliary Station, "Fairy Fence," Bagshot Road, Knaphill. Tel. Brookwood 2380.

Central Auxiliary Station, Co-op. Hut, Percy Street, Woking. Tel. Woking 2592.

##### A.F.S. Action Stations (manned at night).

Garage of "John O'Gaunt", Byfleet Corner, West Byfleet. Tel. Byfleet 3022.

At Sorbo Works, Maybury, Woking. Tel. Woking 968.

At Kettlewell Hill, Horsell, near Hospital Garage. Tel. Woking 2514.

At Woking Electric Works, Walton Road, Woking. Tel. Woking 1073.

##### First Aid Posts.

No. 1. Boundary Lane, Woking (opposite Victoria Hospital). Tel. Woking 2617.

No. 2. Mount Hermon Road, Woking (at rear of New Council Offices). Tel. Woking 2547.

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HERITAGE WALKS ARCHIVE DOCUMENT