



## FIRE SAFETY IN THE CLASSROOM

### Know your responsibilities within the following:

- Fire safety and evacuation plans
- Monthly emergency evacuation drills
- General fire prevention

### Maintain the classroom free from fire hazards, such as:

- Extension cords – Limited to temporary use with a single appliance, sized proportionately for use and in good condition.
- Power strips – Must have over-current protection built in and shall be plugged directly into a permanent outlet with the appliance plugged directly into the strip. The strip cannot draw power from an extension cord, and extension cords may not be plugged into a strip.
- Multi-plug adapters – Non-fused cube types are not permitted
- Flexible wiring – Cannot be permanently affixed nor run through walls, ceilings or under doors.
- Electrical appliances and fixtures – Shall be tested, **listed** and installed in accordance with instructions (See device labels).
- Decorative vegetation – Decorative vegetation shall meet the flame propagation performance criteria of NFPA 701 and be labeled as such (see your maintenance department for details).
- Decorative Materials – Curtains, draperies, hangings and other decorative materials suspended from **walls or ceilings** must be NFPA 701 compliant, or treated with a material that is listed as making them NFPA 701 compliant. Work with custodial staff to maintain a documentation program.
- Artwork and teaching materials – May be placed on corridor walls in an amount not to exceed 20% of the gross wall area.
- Storage – Maintain storage a minimum of 24 inches from the ceiling of non-sprinkled buildings and 18 inches vertically from the sprinkler deflector in sprinkled buildings. Storage shall also be neat and orderly in storage rooms, and kept out of utility rooms.
- Heat sources – Keep combustible materials away from all potential heat sources.
- Candles and open flames – Do not light candles in the classroom.

### Do not obstruct classroom exit(s)

- Classroom doors shall remain **distinguishable** from the surrounding walls, and may not be disguised in any way.

### Maintain required corridor and aisle widths

- Desks and other furnishings shall not be placed in corridors.

### Do not block/prop open rated doors

- Rated doors must always fully latch with closers and strikes remaining fully operational.

## IF YOU DISCOVER A FIRE... IT'S A R.A.C.E. AGAINST TIME!

- R** – Remove anyone that is in immediate danger due to the fire (i.e. evacuate your room)
- A** – Activate the building's fire alarm system by pulling a manual pull station
- C** – Confine the fire to the room or area of origin by closing doors to that area
- E** – Evacuate everyone from the building and go to the outdoor assembly area

## DON'T TRY TO PUT THE FIRE OUT!

