FIRE PREVENTION/FIRE DRILLS

Fire Prevention:

Fire prevention measures in the district schools shall be administered in compliance with the state safety code and the directives of the state fire marshal and in cooperation with the local fire department.

Fire prevention practices shall reflect the top priority which the School Committee gives the welfare of students and staff personnel. It shall be the responsibility of the business administrator to see that all staff members are kept informed of current state regulations and the recommendations of local fire officials.

When school property is in use for purposes other than instruction – i.e., athletic events, student performances, or use by non-school groups –those in charge of the building at the time, as designated by the school principal or established by district policy – shall be responsible for compliance of the users with district fire prevention measures.

Fire Drills

Except during periods of severe weather, a fire drill shall be held at least once a month in each school building in the district. Each building principal shall prepare a definite emergency plan, and furnish to all teachers and students information as to route and manner of exit. Fire drills shall be planned in such a way as to accomplish the evacuation of school building in the shortest possible time and in the most efficient and orderly fashion.

Principals shall see that all legal requirements are complied with in their buildings. Doors of exit shall be kept unlocked from the inside during school hours; all inside doors shall also be kept unlocked, and all corridors and usual means of exit shall be kept free from obstruction of any kind.

Principals shall keep a record of all fire drills held in their schools, starting the date the drill was held and the time required for evacuation of the building. They shall furnish such reports to the superintendent or his/her designate as may from time to time be required.

If a fire alarm is activated by mistake, a drop in water pressure, or an accident, the school administration, staff and students should respond to the alarm and evacuate the building.

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Effective date: December 7, 1993

SANFORD SCHOOL DEPARTMENT