

# 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, and limited to 10% of wall or ceiling area. 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. Items suspended from the ceiling shall be limited to 10% of the ceiling area and NFPA 701 compliant.
- **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

**DO NOT TRY TO PUT  
THE FIRE OUT!**