

Fire Safety

Policy/Procedure

The Higher Education Opportunity Act (Public Law 110-315) became law in August 2008. It requires all academic institutions to produce an annual fire safety report outlining fire safety practices, standards, and all fire-related on-campus statistics. Detailed information, including fire and sprinkler system information for specific campus buildings is available at the Public Safety office, online at http://www.dickinson.edu/uploadedFiles/student_life/campus_safety/your-right-to-know/2009-2010BuildingFireSafety.pdf and by mail at your request.

General Statement Regarding Student Resident Housing

At Dickinson College, 98% of student sleeping rooms are equipped with a smoke detector that is connected to a supervised fire alarm system. Student sleeping rooms are defined as the actual room in which the occupants live and sleep. 92% of student housing fire alarm systems, if activated, result in a signal being transmitted to a monitored location, and Public Safety investigates and notifies the local fire departments as appropriate. Fire alarms systems are monitored 24 hours/day, seven days/week by Public Safety.

Fire Safety Improvements and Upgrades

Dickinson College Public Safety, Facilities Management, the Office of Campus Life, and Environmental Health and Safety annually review the fire systems in our residence halls and make upgrades, repairs or revisions when problems are identified.

Residence Hall Fire Drills

Fire drills are held once a semester for each residence hall. Fire drills are a mandatory supervised evacuation of a building for a fire. The fire drill is scheduled with the Department of Public Safety, and the individual residence hall staff. The supervised fire drill is generally scheduled within the first 3 weeks of the beginning of each semester.

Students who fail to leave the building during a fire drill may be fined and a report of the incident is turned over to the Office of Student Conduct.

Reporting a Fire

Persons reporting a fire should call 911.

When an alarm is activated there are a few steps to follow:

- Remain calm and close the windows in the room.
- Take only clothing that will be needed for the type of weather conditions that exist. Do not try and collect personal items to take with you.
- Turn off any electrical items you made have on at the time, including lights and a stove/oven.
- Stay low if you are going through smoke or toxic fumes.
- Leave by the nearest exit. When a fire alarm is active any door to the building may be used to exit so long as it is safe to do so.

- Do not use elevators. Use only the stairs.
- Never attempt to go back into the building even if the alarm stops sounding. Wait until a Public Safety Officer has cleared the building and given the permission to re-enter.
- In an actual emergency if you are trapped and not able to exit a room or the building, yell for help and call the Department of Public Safety at ext. 1111 or 1349 using a phone in the building or your cellular phone. Be sure you can give your location in the build as best as you can so an officer can locate and assist you.

Fire Life Safety Education

All residence halls are equipped with fire detection and firefighting equipment. All residents should familiarize themselves with the emergency escape plan for their residence hall. Throughout the year fire alarm systems will be tested to ensure they are in working order. When an alarm sounds (alarms sound different depending on what building you're in), all occupants must vacate the facility for their own safety and so fire fighters may work undisturbed. In the event of an actual fire, the local fire department will notify residents when it is safe to re-enter a building. Students should assume all alarms are actual emergencies and respond accordingly.

Campus Life policy on fire safety is to prohibit usage of electrical cooking appliances, candles, and specific electrical equipment in individual rooms. Candles or open flames are prohibited in residence halls.

Residence Hall Safety Standards

- **Cooking appliances may only be used and stored in kitchen area**
 - Hot plates, toasters, toaster ovens, "George Forman Grills", barbeques, and similar devices are not permitted
- **Hazardous electrical appliances, lamps and lighting**
 - No space heaters, private air conditioners, halogen floor lamps, decorative lighting, or any appliance with open heating coils; all appliances must be UL approved
- **Hazardous electrical wiring, outlet adaptors or similar**
 - No un-fused multiple outlet adaptors, extension cords or other wiring run under carpeting
 - Multiple outlet strips (power strips) may be use, if fused, grounded, and use no less than 14 gauge wire
- **Spark or flame producing items: candles, incense burners or similar**
 - No candles (decorative or otherwise), incense, incense burners, oil / liquid fuel lamps, scented oil burners, or similar...
- **Flammable/combustible liquids, gases or similar**
 - No oil, gasoline, white gas, propane / liquid propane (LP) tanks, lighter

fluids

- No combustion engines, generators, motorcycles, mopeds, motorized skateboards or similar equipment
- No fireworks or similar combustible/explosive devices
- **Tampering with/hindering fire protection equipment**
 - No removal, covering, or other disabling of smoke / heat detectors
 - No removal, covering or other tampering with fire extinguishers, sprinkler systems or similar equipment
 - No hanging of items from fire protection devices or sprinkler systems
- **Improper storage of property within a residence**
 - No storage of motorcycles, mopeds, bicycles, large auto parts or other non-residential property within a residence
 - No storing of bicycles within stair towers, hallways, common lounges or individual rooms
- **Tapestries or other similar items**
 - No hanging of tapestries or similar products from ceilings or bunked beds
- **Watch for other health & safety concerns:**
 - Electrical appliances, or wiring
 - Furniture arrangement blocking egress
 - Blocking of fire exits / routes of escape
- **Unauthorized furnishings/or use of/ modifications to**
 - Unless specifically designed to do so, beds may not be lofted. Mattresses may not be placed directly on the floor.
 - Additional furnishings must meet all federal / state fire resistance standards
- **Unauthorized appliances or similar**
 - No other “large” appliances are authorized within a residential room.
 - No private air conditioners.
- **Unauthorized modifications to structure, facility**
 - No fabrication of walls, partitions, false ceilings/floors.
 - No “painting” or similar modifications to a residence.
 - No affixing items/objects to the exterior of a residence

Tampering with fire fighting or detection equipment is a serious offense. Discharging fire extinguishers or setting off fire alarms under false pretenses has life threatening implications.

In addition to any criminal action, the College reserves the right to file disciplinary charges as outlined in the Community Standards. The minimal fine for a first offense is \$200.00 plus the cost of restoring the equipment to its original condition.

Fire, Health and Safety Inspections

The Office of Campus Life regularly conducts inspections of each residential area on campus. Student rooms are given a brief inspection during the fall and spring semesters. The purpose of these inspections is to provide the appropriate education and assist with correcting any fire, health or safety concerns. Policy violations that are discovered during these inspections may be referred to the college's conduct system and prohibited items may be confiscated. Students with questions about these inspections should speak with the Office of Campus Life.

Fire Log

A crime and fire log is available at the Public Safety Department.

Related Information

History/Revision Information

Responsible Office/Division: Public Safety

Effective Date:

Last Amended Date: 10/20/2010

Next Review Date:

Also Found In: DPS Web Site (<http://www.dickinson.edu/student-life/campus-safety/safety/Fire-Safety-Information/>)