

FIRE SAFETY

Each principal will develop appropriate procedures to meet local and state fire safety regulations. These procedures should include, but not be limited to delineating evacuation routes, conducting fire drills, and defining after-school procedures.

Fire Inspections are conducted twice during the school year by the Fire Marshal's office accompanied by the Districts' Plant Operation Department.

District administration may confiscate and remove any item from a school that is prohibited that presents a fire danger to the school. Confiscated items will be stored at the Plant Operations Department where owners of said items will have 30 days after the day of the fire inspection to retrieve the items before they are discarded.

The resources of the Nashua Fire Department and the District Plant Operations staff will be utilized in implementing this policy.

Fire Safety is the responsibility of every District staff member. The list of subjects below are related to school fire safety. They are recognized as the most common type of fire code violation pertaining to schools and all staff need to ensure their classrooms/offices or areas are in compliance with fire code.

Appliances

The following appliances are prohibited from office and classrooms:

- Candle warmers
- Coffee makers
- Hot plates
- Microwaves
- Space heaters
- Toaster and toaster ovens

Coffee makers and microwaves are permitted in designated break rooms. Microwaves are also permitted in nurses' offices and SPED rooms as they are needed for medical purposes. Microwaves used for educational purposes in science and home economics classrooms are permitted but are required to be commercial grade.

Permitted appliances are required to be plugged directly into a wall outlet.

Art Work/Class Decorations

Art work, class decorations or teaching material shall not exceed 50 percent of a wall area in building protected throughout by an approved automatic sprinkler system. Art work, class decorations or teaching materials shall not exceed 20 percent of a wall area in building that is not protected throughout by an approved automatic sprinkler system.

Electrical Panels

All electrical panels must have a clear path to get to them and 3 feet of clearance directly in front of panel.

Exits

All primary and secondary exits shall be continuously maintained free of any obstructions or impediments in the event of a fire or other emergency. Vehicles shall not be parked outside of fire exits that would block or impede the exits from the door. Exit stairwells cannot be used for any type of storage.

Extension Cords/Power Strips

Extension cords are for temporary use only and cannot be used as a replacement for permanent wiring. Temporary use in the fire code is defined as less than 30 days. Household extension cords (2-pronged plug) are prohibited from use in schools. Power strips with cords up to and including 25 feet are permitted and are only to be used for electronic type devices such as computers, TVs, printers, etc. Power strips are not to be used for appliances such as refrigerators, microwaves, etc. Piggybacking (the act of plugging one extension device into another) of extension cords and power strips is prohibited. Surge protectors may only be used for non-heat generating equipment and cannot exceed the maximum amps listed on the surge protector. Appliances NOT allowed on surge protectors/power strips would include microwaves, refrigerators, toasters, coffee makers, toaster ovens, etc.

Flammables

All flammables are required to be stored in flammable cabinets. Items that contain gasoline such as gas cans, snow blowers, etc., are prohibited from being stored in a school building.

Furniture/Curtains/Loose Materials

Household furniture such as beanbags, pillows, fabric chairs or couches are not permitted in schools unless tagged that the material of the furniture meets, *NFPA 260: Standard Methods of Tests and Classification System for Cigarette Ignition Resistance of Components of Upholstered Furniture* or *California Technical Bulletin 117-2013: Flammability Standard Requirements*. All bean bag/upholstered furniture shall have the manufacture tag on the material in order to pass inspection. Textiles such as curtains or loose material are prohibited. Curtains or loose material must meet *NFPA 701: Standard Methods of Fire Tests for Flame Propagation of Textiles and Films*, 2019 Edition. Third-party treatments are prohibited. All textile fabrics shall have the manufacturer's tag on the material in order to pass inspection.

Heaters

Any and all combustibles should be clear of a heating unit or associated vents. Space heaters are strictly prohibited and will be removed from the building if found.

Lamps

Household lamps are acceptable for use; however, the wattage of the bulb may not exceed the wattage limit posted on the lamp. Household lamps that use halogen or incandescent bulbs are prohibited.

Sprinkler Equipment/Clearance

All sprinkler heads require 18 inches of clearance on all sides of the sprinkler. Items being hung on sprinkler equipment are prohibited.

***Legal References Disclaimer:** These references are not intended to be considered part of this policy, nor should they be taken as a comprehensive statement of the legal basis for the Board to enact this policy, nor as a complete recitation of related legal authority. Instead, they are provided as additional resources for those interested in the subject matter of the policy.*

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