



## Scituate School Building Fire Safety Plans

School:

Principal:

1. Does school have a Fire Safety Plan? Y  N
2. Is Plan readily available in main office? Y  N
3. Is Plan current for this school year? Y  N

Does Plan include following elements:

- Description of building (type, height, occupancy) Y  N
- Types of fire protection systems (sprinkler system, stand pipes) Y  N
- Fire alarms (locations of pull stations, smoke detectors, heat detectors) Y  N
- Location of exits (primary and alternate) Y  N
- Evacuation routes (primary and alternate) Y  N
- Stairwell designations Y  N
- Smoke control (are corridor doors closed or held open by magnetic devices that release an alarm?) Y  N
- Location of extinguishers Y  N
- Identify and location of any occupants with disabilities Y  N
- Floor Plans Y  N
- Record of staff training Y  N
- Roll call procedures Y  N
- Fire Drill Reports Y  N
- Fire alarm system test records Y  N
- Copy of building occupancy permits Y  N
- Fire Drill Team Members who are identified by name and title with defined responsibilities in an emergency (including back-ups) Y  N

Date: