

BASIC FIRE SAFETY EXPECTATIONS for SCHOOL STAFF*



No combustible/flammable material is permitted within 39" of ceiling.

No combustible/flammable material in/on stairwells, vestibules, ceilings, doors, door casings or windows.

20% or less combustible/decorative material—artwork, decorations, teaching aids, clothing— permitted on wall surfaces.

No combustible/decorative material on walls above or below open coat racks.

No overloading classrooms with combustible materials.

Maintain 3' clearance in semi-circle shape at each door for safe exit.

Keep clear paths through evacuation routes out of rooms and the building.

No wedging doors open, blocking access or obstructing the intended operation of the door, eg, storing behind doors that prevents it from opening all the way.

Evacuation maps on wall by door, preferably on the right-hand side, visible when door open, adult eye level, Primary Route marked in **RED**, Secondary Route marked in dashed **GREEN**, orientated correctly to the building layout.

Upholstered furniture, curtains, textiles must be labelled or have documentation confirming conformance to flame tests or been flame retardant treated.

Extension cords cannot be used as permanent means of electricity.

Kitchen appliances not permitted in classrooms (fridges, kettles, toasters, hotplates, microwaves, coffeemakers, etc).

Electrical equipment must be labelled as conforming to electrical safety standards.

**Non-compliance of these expectations may result in order/fines by the Office of the Fire Marshal
directly to School Staff / Principals / Superintendent*

