

School Fire Code Requirements

FIRE CODE SECTION	REQUIREMENT / EXPLANATION
Section 2.4.1.1(1)	<p><u>Combustible materials</u> shall not be permitted to accumulate in quantities or locations, including means of access/egress areas that will constitute an undue fire hazard.</p> <p>This means:</p> <ul style="list-style-type: none"> - No combustible / decorative materials allowed on classroom doors - Remove all combustible materials from directly behind, on and near all heating radiators which create an undue fire hazard. - Storage rooms – must be approved storage room with proper fire separation and heat sensor. - Crawl spaces – shall not be used for the storage of combustible materials. - Bean bag chairs, tents and egg chair canopies must conform to CAN/ULC-S109-03 “Flame Tests of flame resistant Fabrics and Films”. This means the item must have a tag stating that it is flame resistant. If non-conforming, remove all items from classrooms. - Remove all combustible materials from boiler rooms – they are <u>NOT</u> to be used for storage and the door must remain closed and locked at all times. - Remove all storage items and combustible materials from all stair wells. Stair wells are meant as life safety areas and are not to be filled with storage items. - Front entrances and other exits – <u>do not place combustible materials</u> such as couches/chairs/garbage and recycling containers or other furniture at/near/or around front entrances. Metal benches are the only acceptable furniture allowed at an entrance and only if placed in such a way as not to create an obstacle or tripping hazard during an evacuation.
Section 2.4.1.1(2)	<p><u>Electrical Rooms:</u> Remove all combustible materials from the electrical rooms. Electrical rooms are not storage rooms. They must have 1m clearance in front of the panel and a 1m unobstructed path from the door directly to the panel.</p>
Section 2.3.1.3	<p>Decorative materials on walls or ceilings or bulletin boards shall have a flame spread rating not greater than that required for the interior finish of the space in which they are located.</p> <p>This means:</p> <ol style="list-style-type: none"> 1. <u>Bulletin Boards:</u> Immediately remove decorative material on bulletin boards and walls so as not to exceed the flame spread rating of the finish. The fire chief has included the multiple layers of paper on the bulletin boards in this section. <u>This prevents the use of fabric, plastic on bulletin boards and limits layers of paper to one layer only.</u> 2. <u>Classroom walls:</u> <ul style="list-style-type: none"> - Classrooms are allowed 20% of their walls to be covered with paper (for south point teachers should only use the bulletin boards as paint on the walls is new and will peel if tapped when freshly applied. - 5% of the hallway is allowed to be covered with paper. - All paper in the hallway must be on bulletin boards. - All paper must be attached on all four corners and lay flat against the wall or bulletin board.

	<p>3. Bulletin boards: In January 2014 the school division made the decision that all schools will:</p> <ul style="list-style-type: none"> - Remove the paper backing from the bulletin boards. Only one layer of paper is allowed. - New bulletin boards can be purchased to replace damaged ones. - Painting is acceptable – latex paint only. The darker the color the better they look. The school is required to supply the paint. Painting usually takes at least 2 coats and boards can be painted by custodial staff, teaching staff, parent committee or divisional painters - What works best is for the principal to decide on the main colors (4 or 5) and let the teachers choose from that selection. This gives the teachers some choices but doesn't let everything getting out of hand. - Some schools have painted the hallway bulletin boards with the school colors and let the teachers pick from 3 or 4 main colors for their classroom.
Section 2.3.2.1	<p>Fabrics & Curtains: Provide documentation that all curtains or fabrics hanging in classrooms and daycare areas meet the flame retardant requirements for drapes, curtains or other materials. I.e. do you have a certificate from the manufacturer stating that the curtains have been treated with a flame retardant?</p> <p>Please keep a copy of the original certificate at the school and send a copy of any certificates to the safety officer with the school name and area the fabric is being used in. The school must be able to produce a copy of the certificate upon request of the fire inspector. This also applies to daycares.</p> <p>Note: spraying furniture/drapes/or fabrics with flame retardant spray is NOT allowed.</p>
Section 2.7.1.6	<p>Exits: All means of egress shall be maintained in good repair and be free of obstructions. These areas are considered life safety areas and must be kept clear. This means:</p> <ul style="list-style-type: none"> - Immediately remove items blocking designated emergency exits. All means of exit shall be kept clear of obstructions at all times. This includes furniture. - Remove all obstructions from hallways. Means of egress must be maintained in the hallways. This means that desks, chairs, storage, garbage cans, recycling containers, etc. used in hallways that exceed the means of egress must be removed. - Storage rooms – access must be provided to all areas of the storage room via a 1m path. Items cannot pack the room fully but must be arranged in aisles. - Gym storage rooms – must have a clear means of egress throughout all areas of the room. There must be a 1m path from the door to all accessible areas of the room. - Stairwells – remove all combustible items being stored in the stairwells.
Section 2.7.2.1	<p>All doors forming part of the means of egress shall be tested at intervals not greater than one month to ensure they are operable. This means:</p> <ul style="list-style-type: none"> - All doors must be operable. All doors must easily open and be able to completely close on their own. - All classroom doors should remain closed and locked in order to effectively respond to a lockdown situation.
Section 2.8.2.1	<p>Annually, review / update / and train staff on the buildings fire safety plan & emergency response plan</p>

Section 2.2.1.2	<p><u>Openings in fire separations</u> shall be replaced in conformance with the National Building code. This means:</p> <ul style="list-style-type: none"> - Ensure all ceiling tiles are in place to maintain the integrity of the fire separation. - All holes cut into walls for pipes, cables, ducts, etc. must be fire stopped or fire dampered.
Section 2.4.7.1	<p><u>Electrical installations:</u> shall be used and maintained so as not to constitute and undue fire hazard. This means:</p> <ol style="list-style-type: none"> 1. Remove all <u>extension cords</u> used as permanent wiring : <ul style="list-style-type: none"> - Blue extension cords (some orange and yellow ones as well) are meant for outdoor use and are <u>not allowed</u> to be used indoors. - Extension cords are meant for short term use not long term permanent use and must be unplugged when not in use. - If needed for long term use, please use a power bar or have an additional electrical outlet installed (school cost). - All appliances must be plugged directly into outlets. Extension cords and power bars are not allowed. - Power bars can be purchased from the school division, please contact Donna Hancox at facilities. 2. <u>Remove all small appliances</u> from classrooms/offices. This includes: coffee makers, microwaves, toasters, toaster ovens, kettles, fridges, etc. Schools with lunch programs are allowed to keep the microwaves in the lunch areas. All other appliances with the exception of the toaster ovens are to be kept in staff rooms. Toaster ovens are considered a fire hazard and not allowed.
Section 2.7.1.7 (1)	<p><u>Exterior passageways</u> and exterior exit stairs serving occupied buildings shall be maintained free of snow and ice accumulations. This means:</p> <ul style="list-style-type: none"> - Remove snow and ice from all outside exits. A clear path, from the exit door to an area of safe refuge, must be maintained in winter. Clearing snow only in front of the door is not adequate and not allowed. - Access to fire department connections (outdoors) must be maintained and free of obstructions at all times all year around (snow, trees, bushes, etc.).
3.2.8.2 & 3.3.5.2(1) CSA Standard: Propane handling & Storage	<p><u>Propane storage tanks</u> – A cylinder which contains propane liquid or vapor, shall not be stored or used inside any structure. This means:</p> <ul style="list-style-type: none"> - Remove all propane tanks from school. This includes propane tanks used for BBQ's. - When stored outside they must be: supported on raised concrete and located in a fenced enclosure a minimum of 75ft from the building.
6.2.1.1	<p><u>Portable fire extinguishers</u> shall be inspected, tested and maintained in conformance with NFPA 10. This means:</p> <ul style="list-style-type: none"> - Check the service tags on all of the fire extinguishers to ensure they have been serviced and inspected each year. - Ensure all extinguishers are accessible and not blocked.
4.2.6	<p><u>Storage of flammable liquids</u> at the school: flammable liquids and combustible liquids shall be kept in closed containers and stored in flammable liquids cabinets.</p> <ul style="list-style-type: none"> - Storage outside of a flammable liquids cabinet shall not exceed 10L (of which only 5L may be a Class I liquid (gasoline)). - Storage inside a flammable liquids cabinet shall not exceed 250L of which 10L of a Class I liquid (gasoline), 60L Class II liquids. - In an Industrial Arts area storage of up to 75L of flammable liquids are permitted, this includes not more than 25L of Class I liquids (gasoline). - Where individual containers with a capacity of more than 5L are required for storage of flammable liquids, safety containers of not more than 25L capacity shall be used.

2.2.2.4

Closures in fire separations (fire doors) shall not be obstructed, blocked, wedged/kick stopped, or altered in any way that would prevent the intended operation of the closure.

- Mag locks and hold open arms may be used.
- Classroom doors that are part of a fire separation apply the same.
- Due to lockdown procedures, classroom doors should not be wedged or kick stopped open and should be in a locked position at all times.

2.4.1.1(1)

Recycling Containers in Schools: Directive by the Fire Prevention Branch 2014

The Fire Prevention Branch strives to protect the safety of students and school staff while acknowledging the importance of environmental stewardship within schools. However the majority of issues that arise around recycling are due to the need to limit the accumulation of combustible material and maintain obstruction-free means of egress.

- **Classrooms:** may utilize one container with a maximum volume of 20 liters to collect recycling. The container may be plastic or metal. Plastic 20L containers can be purchased from Swish for \$4.59 (SKU: 2956-BLU)
- **Hallways:** One larger noncombustible container may be located within a corridor or common area provided it does not obstruct the means of egress. Ideally, it should be located within an alcove in the corridor. There will be a limit of one larger container, per corridor. Special consideration is given to larger schools to have more than one container per corridor, but not in excess. Large metal indoor bins are provided free of charge from Recycle Everywhere. <http://www.recycleeverywhere.ca/request-bins-old/free-bin-models/>



Metal Indoor Bin

Typical Indoor Applications:

- Schools, facilities, smaller spaces, a wall anchored space-saver bin

Specifications:

- Capacity: 35 Gallons
- Dimensions: 12" D x 26.5" W x 49" H
- Weight: 61 lbs
- Material: Powder coated steel body

Features:

- 5" opening with plastic insert liner and plastic hinged lid
- Bin required to be placed against wall, leg levelers included, wall mounting hardware not included
- Serviced from front door

Options:

- Fits an optional clear bag – minimum 35" x 50"

- No recycling containers are permitted within exits, exit vestibules or adjacent to exits.
- No recycling containers are permitted in washrooms or secluded locations that are not routinely supervised. The majority of incendiary fires occur within these areas.
- All recycling containers containing combustible material **must be emptied daily** into an outdoor receptacle.
- **Daycares:** Day care centers and nursery schools are required to abide by stricter guidelines. Those guidelines will be enforced within portions of the school occupied by the day care or nursery school.