

Fire Prevention Checklist for Schools

The extent of a school's fire exposures will be determined by the scope of operations, accessibility to the public, physical location, and the construction of the facility. Operations, such as cafeteria services, chemistry laboratories, metal- and wood-working shops, and theatrical facilities in these properties contribute to the potential for fire losses. The following areas should be reviewed to provide a comprehensive exposure assessment.

The extent of a school's fire exposures will be determined by the scope of operations.

1. General

- Is there a fire emergency plan?
- Are fire drills conducted on at least a monthly basis?
- Is smoking allowed on the premises?
If yes, is it restricted to certain areas?
- What is the date of the last inspection of the facility by the local fire department? Have any renovations and/or alterations been made since the inspection?
- Are the building's furnishings and decorations fire retardant?
- Is the HVAC system properly maintained?
- Does the electrical system appear to be in good working order?
- Is there a public address system that can be used to alert building occupants of an emergency?
- Are assembly areas, such as auditoriums and gymnasiums, provided with the required number of emergency exits?

2. Storage Areas

- Are accumulations of combustible materials, such as books, paper supplies, trash and records, stored in an area separated by firewalls or barriers?
- Are lawn mowers and other fuel-powered equipment stored in a separate building?
- Are flammable liquids used and stored according to the requirements of NFPA 30, Flammable Liquids Code, published by NFPA International, Inc. (NFPA)?
- Are laboratory chemicals stored according to the requirements of NFPA 45, Standard on Fire Protection for Laboratories Using Chemicals?

3. Operations

- Are arts and crafts allowed to be displayed in hallways, and if so is volume of these displays limited to no more than 20 percent of the wall space?
- Are there kitchen facilities? Are they equipped with fire protection and suppression systems?
- Are there wood- or metal working shops, or other vocational classrooms? Are control measures in place to address the exposures?

