

McALLEN FIRE DEPARTMENT FIRE PREVENTION DIVISION

PUBLIC SCHOOL FIRE & LIFE SAFETY SELF ANALYSIS

School Name: _____ Building Name: _____
 Date of Survey: _____ Name of Surveyor: _____
 Total Number of Buildings Surveyed: _____

| | Yes | No |
|--|-------|-------|
| 1). Are exits locked or blocked? | _____ | _____ |
| 2). Are there two exits out of every classroom? (Un-sprinkled buildings are required to have two exits from every classroom, i.e. two doorways or one operable window and one doorway.) | _____ | _____ |
| 3). A. Have fire extinguishers had their annual inspection? | _____ | _____ |
| B. Are fire extinguishers missing? | _____ | _____ |
| 4). Has sprinkler system been inspected annually? | _____ | _____ |
| 5). A. Do exit signs illuminate? | _____ | _____ |
| B. Are illuminated exit signs located at all exterior exits? | _____ | _____ |
| 6). A. Has the fire alarm system been inspected annually? | _____ | _____ |
| B. Is building equipped with a fire alarm system? (All public schools are required to have a manual pull fire alarm.) | _____ | _____ |
| 7). Are walls covered with a fire resistant surface: (Combustible surfaces, such as wood paneling, are not allowed.) | _____ | _____ |
| 8). Is building equipped with emergency lightning? Required Locations: | _____ | _____ |
| A. Corridors | _____ | _____ |
| B. Auditoriums | _____ | _____ |
| C. Gymnasiums | _____ | _____ |
| D. Cafeterias | _____ | _____ |

| | Yes | No |
|---|-------|-------|
| 9). Are storage areas clean: | _____ | _____ |
| 10). Is combustible material in storage areas kept 36 inches away from electrical equipment? | _____ | _____ |
| 11). Are kitchen/cafeteria employees trained in the use of fire extinguishers and range vent hood suppression system? | _____ | _____ |
| 12). Has ceiling been checked to verify roof isn't leaking? | _____ | _____ |
| 13). What is the date of last fire drill? (2 per semester) | _____ | _____ |
| 14). Is there good housekeeping in following areas? | Good | Poor |
| 1. Storage Rooms | _____ | _____ |
| 2. Janitors' Closets | _____ | _____ |
| 3. Furnace Closet | _____ | _____ |
| 4. Kitchen (under/behind ranges) | _____ | _____ |
| 5. Gym Storage Areas | _____ | _____ |
| 6. Restrooms | _____ | _____ |
| 7. Boiler Rooms | _____ | _____ |
| 8. Exterior of Building | _____ | _____ |
| | Yes | No |
| 15). Is building readily accessible for rescue and fire fighting? | _____ | _____ |
| 16). Does classroom occupancy load comply with the Life Safety Code? (One person per 20 square feet.) | _____ | _____ |
| 17). Is panic hardware on all exit doors? | _____ | _____ |
| 18). Are school corridors used as storage areas for combustible material? | _____ | _____ |
| 19). Do all corridors have a six-foot width? | _____ | _____ |

20). Do all doors opening into the corridor swing 180 degrees against the wall? _____

21). Has building been checked to verify than no un-vented fuel-fired heating equipment, such as natural gas or propane, is being used? _____

Signature of Surveyor: _____ Title: _____

NOTE: FOR MORE INFORMATION, SEE ATTACHMENT A OR MAIL OR FAX YOUR REPORT TO THE McALLEN FIRE DEPARTMENT FOR COMMENTS OR TO ANSWER ANY QUESTIONS.

McALLEN FIRE DEPARTMENT
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ATTACHMENT A

QUESTION 1.

Are exits locked or blocked?

EXPLANATION:

Windows blocked in classrooms with shelving, etc.

Items stored in hallways blocking exits.

Chains and locks used to lock exterior exit doors.

Locks and hasps being used to lock classroom doors.

Locking of doors after school hours with student/teachers still inside building.

Furniture placed in front of exits.

QUESTION 2.

Are there two exits out of every classroom?

EXPLANATION:

Since the early 1960's, classrooms are required to have two exits out of every classroom building without a sprinkler system. The two exits can consists of two doors, one direct to exterior and one to corridor, or the two exits can be window with 820 square inches of clear opening and a door to a corridor.

QUESTION 3.

Have fire extinguishers had their annual inspection?

Are fire extinguishers missing?

EXPLANATION:

Fire extinguishers are required to be inspected annually by a qualified person.

Documentation of inspection is required. A file can be used to verify inspection, or a tag on the extiguisher indicating who inspected the extinguisher and date of inspection.

QUESTION 4.

Has sprinkler system been inspected annually?

EXPLANATION:

If a school is equipped with a sprinkler system per sprinkler code (NFPA 13), many tests are required annually. These tests may include:

- a. control valve inspection.
- b. pipe and fitting inspection.
- c. sprinkler inspection.
- d. fire connections inspection.

There are many weekly and monthly inspection and testing requirements.

QUESTION 5.

Do exit signs illuminate?

Are illuminated exit signs located at all exterior exits?

EXPLANATION:

Exit signs are required to have the light bulb functional to provide illumination to occupants to find their way out of the building in an emergency. Exit signs are required to function if the building loses electrical power.

Exit signs are required to be located at all required exits. Some exterior doorways are not required exits, this can only be determined by an on-site inspection. Any room that has an occupancy load over 50 is required to have two remote exits and doors shall swing in direction to travel to exterior.

QUESTION 6.

Has fire alarm system been inspected annually?

Is building equipped with a fire alarm system?

(All public schools are required to have a manual pull alarm.)

EXPLANATION:

Fire alarm systems are required to be inspected annually. The fire alarm control panel is required to be tested. Fire alarm systems are found many times with the following deficiencies: no power to the system, system in trouble mode, backup power (batteries) missing or discharged with no DC power, pull alarms damaged or nonfunctional, missing alarm deficiencies such as smoke and heat detectors and no record of annual inspections. There is an exception to schools being required to have a manual fire alarm.

NFPA 101, LIFE SAFETY CODE

11-3.4.2.1 initiation of required fire alarm systems shall be by manual means in accordance with 7-6.2.1 (a).

Exception: In buildings where normally occupied spaces are provided with a two-way communications system between such spaces and constantly attended receiving station from where a general evacuation alarm can be sounded, the manual pull stations shall not be required except in a location specifically designated by the authority having jurisdiction. If false alarms are a constant problem, the above exception maybe allowed.

QUESTION 7.

Are walls covered with a fire resistant surface?

(Combustible surfaces, such as wood paneling, are not allowed.)

EXPLANATION:

Walls in a school are required to be covered with noncombustible material; an example would be gypsum board (sheet rock). Wood paneling or any wood surface, such as plywood, would be a combustible surface. These noncombustible surfaces are required to prevent the spread of fire. Painted wood surfaces are still considered combustible surfaces.

QUESTION 8.

Is building equipped with emergency lightning?

EXPLANATION:

Emergency lightning is not an illuminated exit sign. Emergency lightning is a lightning unit that will be activated when the school loses electrical power. These lights provide a path of light to the exterior exit doors. They are battery powered, always being charged by the building's electrical system. They are required in hallways at approximately every 5 feet to 75 feet. They are required in dining areas, auditoriums, gyms, and any area of assembly where the occupant load is over 50.

QUESTION 9.

Are storage areas clean?

EXPLANATION:

Storage areas are required to be kept in a neat, clean and good housekeeping manner. Any storage room over 50 square feet is required to have fire rated walls (1-hour rated) and a 45 minute fire door or sprinkler head installed. Only limited amounts of flammable liquids (gasoline), or combustible and flammable paints can be stored in a storage room.

QUESTION 10.

Is combustible material located in storage areas kept 36 inches away from electrical equipment?

EXPLANATION:

Electrical panels and equipment are an ignition source. Combustible material will add to the spread of fire and smoke. Electrical equipment needs a clear air space to keep equipment from overheating.

QUESTION 11.

Are kitchen/cafeteria employees trained in use of fire extinguisher and range vent hood suppression systems?

EXPLANATION:

Employees who work in the kitchen/cafeteria of a public school are required to know how to set off the vent hood suppression system manually.

QUESTION 12.

Has ceiling been checked to verify roof isn't leaking?

EXPLANATION:

Water leaking into buildings may enter into electrical system causing shorting. Water causes wood rot.

QUESTION 13.

What is the date of the last fire drill?

EXPLANATION:

Four fire drills are required in one school year, two per semester.

QUESTION 14.

Is there good housekeeping in the following areas?

1. Storage rooms
2. Janitors' closets (required to have sprinkler)
3. Furnace closet
4. Kitchen (under/behind ranges)
5. Gym storage areas (storage under bleachers or any seating is required to have a one-hour fire resistant enclosure or sprinkled area under seating).
6. Restrooms
7. Boiler rooms
8. Exterior of building

EXPLANATION:

These areas should be kept in a neat, orderly fashion free of debris or litter.

QUESTION 15.

Is building readily accessible for rescue and fire fighting?

EXPLANATION:

Does fencing present a problem from the standpoint of rescue/fire fighting?

Area fences locked?

Do parked vehicles present a problem?

Are streets blocked around the school by barricades?

QUESTION 16.

Does the classroom occupancy load comply with the Life Safety Code? (One person per 20ft²)

EXPLANATION:

This number, 20 square feet, is used for classrooms only. In assembly areas of concentrated use without fixed seats, such as an auditorium, the code required seven square feet per person. In assembly areas of less concentrated use, such as a conference room or gymnasium the code requires 15 square feet per person.

QUESTION 17.

Is panic hardware on all exit doors?

EXPLANATION:

Any required exit door subject to be used by 100 or more person shall have panic hardware (push bar).

QUESTION 18.

Are school corridors being used as storage areas for combustible material?

EXPLANATION:

Clothing and personal items shall not be stored in corridors.

QUESTION 19.

Do all corridors have a six-foot width?

EXPLANATION:

Something locating machines, such a soft drink and ice machines, in school corridors would obstruct the required six-foot clear width. The intent of a six-foot clear width is to permit two files of children to move simultaneously with sufficient room for teachers or monitor to supervise.

QUESTION 20.

Do all doors opening into the corridor swing 180 degrees against the wall?

EXPLANATION:

Doors that are recessed and do not swing into the corridor are not required to swing 180 degrees.

QUESTION 21.

Has building been checked to verify that no un-vented fuel-fire heating equipment, such as natural gas propane is being used?

EXPLANATION:

All heating equipment that uses natural gas, propane or any hydrocarbon fuel is required to be vented. The intent is to prevent the accumulation of carbon monoxide.