

Stonehill College Residence Life	Policy: Fire Safety	Policy Number: S5.3	Date: July 2007
		Last Effective Date:	Date:
		Original Policy Number: S6.41	Date: January 2003

In order to maintain a healthy and safe living environment within the residence halls, Stonehill College coordinates with the Town of Easton to maintain fire safety regulations. Each year the Director of Residence Life, or designee, will maintain and publish a list of the fire safety regulations on the Residence Life website.

Procedures regarding Fire Safety Policy

In order to maintain a healthy and safe living environment within the residence halls, Stonehill College coordinates with the Town of Easton to maintain fire safety regulations.

Campus Fire Safety Code

This Code has been designed by the College in association with the Easton Fire /Rescue Department to ensure the safety of the students and to prevent the occurrence of fire. This Code meets all the requirements set forth in the Commonwealth of Massachusetts Fire Prevention Regulations and Stonehill College policies.

Fire Alarms

- 1) In the event of a fire alarm sounding, vacate the building as quickly as possible via the nearest fire exit.
- 2) Do not use the elevators; use the nearest stairway.
- 3) Walk, do not run, to the nearest exit.
- 4) If you are in your room, close the windows, leave the light on, close the door, and walk briskly to the nearest fire exit.
- 5) Any student who fails to evacuate the residence area immediately upon sounding of the fire alarm will face disciplinary action. A second violation will jeopardize the student's residence status. The College advises all residents to familiarize themselves with the location of fire extinguishers, fire alarm boxes and fire exits.
- 6) Sounding a false fire alarm will lead to disciplinary action and possible criminal prosecution.

Fire Protection Equipment

- 1) The discharging of fire extinguishers, except to extinguish a fire, is prohibited. Any person doing so will face disciplinary action and may be subject to criminal prosecution.
- 2) Sprinkler heads, heat detectors, smoke detectors, fire extinguishers and fire alarm pull boxes shall remain unobstructed at all times. Sprinkler heads must have eighteen inches (18") of clearance from the distributor plate.
- 3) Tampering with or causing fire alarm and fire fighting equipment to become inoperable will lead to disciplinary action and possible criminal prosecution.

Exits/Egress

- 1) Any items that impede egress are prohibited.
- 2) Hallways, corridors and fire escapes shall remain clear and unobstructed at all times.
- 3) Bicycles in corridors or stairwells are prohibited.
- 4) All doorways should remain clear and unobstructed at all times.
- 5) Furniture, wardrobes, partitions and drapes that are obstructing the means of egress are prohibited. These may inhibit or prevent students from escaping from rooms in case of fire.
- 6) Wardrobes, dressers, bicycles, and beds must be kept against the walls and must not obstruct the door or heaters.
- 7) Fire exit doors in Boland, Holy Cross, O'Hara, Pilgrim Heights, Notre Dame du Lac, and Villa Theresa are alarmed and are to be used only in an emergency. Unwarranted use of the alarmed doors will bring about appropriate sanctions.

Fire Doors

Fire doors are to remain closed at all times, since they act to contain toxic fumes, smoke and fire to a limited area.

Electrical

- 1) The College prohibits all electrical wiring other than that which it provides. Dimmer switches and adapters for outlets are wiring violations.

- 2) Multiple outlet extension cords of any kind are prohibited. If you need an outlet strip you must purchase a UL approved unit with a circuit breaker.
- 3) All string lights must be hung properly, safely, and ensure intact cord insulation.

Furniture

1. All upholstered furniture shall have a label stating that the items meet either CAL133 for buildings without sprinklers and CAL 117 for buildings with sprinklers.
2. Upholstered furniture that is ripped or torn is prohibited.
3. Beanbag chairs and inflatable furniture are prohibited.
4. Students are limited to three cushions per room.
5. Furniture must be placed at least six inches (6") from any heating unit.

Prohibited Items

1. The possession and use of the following items is strictly prohibited on campus grounds: candles, flammable liquids, flame lamps, and incense. Violators will be fined and are subject to disciplinary action and possible criminal prosecution.
2. The use of electric blankets, hot plates, George Foreman type grills, toasters, toaster ovens, broilers, popcorn poppers, air conditioners, space heaters, and microwaves/microfridges in student rooms and in common areas is prohibited, except as provided by the College. Refrigerators large than 4.5 cubic feet in student rooms are not allowed.
3. Coffee makers, curling irons, clothes irons, hair straighteners, hot pots, and other such appliances are allowed only if they have an automatic shut off. Students must have proof of automatic shut off.
4. All types of halogen lamps are prohibited.
5. Attaching or hanging items made of combustible material from the ceiling is prohibited.
6. Gas grills of any type are not permitted on College grounds. Students are encouraged to utilize the charcoal grills located in their residence area or behind the Roche Dining Commons.

7. The accumulation of debris, dirty laundry, cans and bottles is prohibited.
8. Exterior decorations on residence halls and in residence areas are prohibited, unless provided by the College.

Ceiling Tiles

All ceiling tiles must remain intact and in place. Missing or broken ceiling tiles create drafts and can lead to the rapid spread of toxic fumes and fire. Ceiling tiles act to slow the spread of fire and smoke.

Posters

Residential areas equipped with automatic sprinklers may have wall posters, tapestries or wall hangings in student rooms provided they are mounted less than six inches (6") below the ceiling.

In lounge areas, the wall area covered shall not exceed 25% of the total wall area in sprinklered buildings.

Wall posters, hangings and tapestries shall not exceed twenty-four inches (24") in width or thirty-six inches (36") in length and shall be firmly attached to the wall such that it lays flat against the wall. There shall be at least twelve inches (12") between each individual wall poster, hanging, or tapestry.

Wall posters, hangings and tapestries are prohibited in corridors, hallways and kitchen areas, unless they are non-combustible. Signs of an informational nature shall be allowed.

Inspections

Periodically, Residence Life Staff will inspect all student rooms on campus to make sure they are safe for student occupants. At inspection, fines from \$25.00 - \$50.00 will go to the occupants of the room for each Fire Safety Code Violation. The students will have, at most, twenty-four hours to correct the violation(s) after which time, failure to correct the violation may lead to loss of residency. In order to insure integrity of the inspections, students do not have to be notified or present.

Further, the Easton Fire/Rescue Department, Stonehill Facilities and Maintenance Department, the Town of Easton Building Inspector and Stonehill Campus Police may also conduct unannounced inspections of student rooms.

Student compliance with these Fire and Safety Regulations is necessary to insure the safety of all campus residents.