

**During fiscal year July 1, 2008 – June 30, 2009 James Madison University maintained statistical databases on fire related information for that time period and the proceeding years, as conveyed in the narrative below and in tables at the end of this document. These statistics include the number of fires and the cause of each fire; the number of injuries related to a fire that result in treatment at a medical facility; the number of deaths related to a fire; and the value of property damage caused by a fire; a description of each on-campus student housing facility fire safety system, including the fire sprinkler system; the number of regular mandatory supervised fire drills; policies or rules on portable electrical appliances, smoking, and open flames (such as candles), procedures for evacuation, and policies regarding fire safety education and training programs provided to students, faculty, and staff; and plans for future improvements in fire safety, if determined necessary. This information is updated annually; additional information is available upon request by contact the JMU Safety Officer at: 540-568-6765.**

#### **Fire Drills:**

Each resident hall has a fire drill within the first \_\_ days of the opening of school. Periodic fire drills are held through the calendar year to ensure the safety of all residents.

Properly conducted fire drills can help minimize problems if an actual fire emergency occurs. Fire evacuation diagrams are posted on each residence hall floor and an education program is conducted during the first week of each semester.

Each residence hall must hold a pre-announced, walk-through fire drill during the first few days of each semester. During each pre-announced fire drill, staff members will be required to open doors to all residence hall rooms to ensure evacuation. JMU conducts at least one unannounced fire drill every eight weeks.

Residence hall staff members may make a room-by-room check to ensure that all occupants leave the building in the event of any fire alarm (fire drill or un-planned alarm). Residents are not permitted to re-enter the building until authorized to do so by Campus Police or the fire department. Students may be held responsible for violations found during fire alarms or room inspections.

#### **Fire Alarms:**

Residence halls are completely evacuated for all fire alarms. No student may activate any alarm or attempt to manipulate any electrical or mechanical device for the purpose of creating a false fire alarm.

**Failure to Evacuate:**

No student may disregard a fire alarm signal or refuse to evacuate a building or a section of a building where a fire alarm is sounding. This is a violation of Commonwealth law and can result in judicial action and/or a fine.

**Tampering with Fire Safety Equipment or Devices:**

No student may operate or tamper with any fire fighting equipment without authorization, except for the purpose of extinguishing a fire. In addition, no student may tamper with or otherwise misuse any fire detection or early warning device, emergency lighting, evacuation systems, or emergency telephones. Tampering with or misusing such items is a violation of Commonwealth laws and can result in judicial action and/or a fine.

**Obstruction of Fire Evacuation Routes:**

Due to fire safety regulations, students may not store loft bed construction materials, boxes, trash, bicycles, furniture or other items in hallways or other public areas or within 18 inches of the ceiling in a sprinkled building and 24 inches of the ceiling in a none sprinkled building. No student may purposefully prevent someone from swiftly and safely evacuating a building. No student may enter or exit from a fire escape except during a fire drill or in the case of an actual fire.

Fireworks, Explosives and Flammable Substances Possessing, storing or using any fireworks, explosives or flammable substances are strictly forbidden in and around residence halls. Use or possession of such materials may result in judicial action.

**Candles, Incense and Open Flames:**

Candles, incense and other items producing an open flame or ember may not be burned in residence halls. Residents may not have candles of any kind in their hall. Violations may be subject to disciplinary action and/or fines.

**Curtains and Draperies:**

Any curtains or drapes in student rooms must be fire treated or made from fabric that is fire retardant. If curtains are fire treated, students must have proof of treatment. This proof can be an attached manufacturers tag, a receipt for professional treatment or the can of spray treatment used. No draperies should be hung at or near doorways. Hanging or suspending any type of paper or fabric from the ceiling is prohibited.

## **Electrical Appliances:**

To prevent fire hazards, the State Fire Marshal's office and the Office of Public Safety established the following policies to reduce the possibility of electrical-related fires.

These appliances and items are **prohibited** in residence halls:

Air conditioners

Any appliances with an open heating element

Ceiling fans

Coffee makers without automatic shut-off

Electrical cords under carpets

Extension cords

Fuel-powered equipment

Gasoline, propane, flammable liquids or gases

Halogen lamps

Hot plates

Keg refrigeration devices

Microwave ovens

Refrigerators larger than 4.4 cubic feet

Sandwich grills

Space heaters

Toaster ovens

Wireless routers

Only one refrigerator (no more than 4.4 cubic feet) is permitted per room.

Any appliance with a heavy electrical draw, such as a hair dryer, an iron, a television or a refrigerator, is to be plugged directly into an outlet or surge protector. All appliances should be covered under homeowner's insurance policies. The Office of Residence Life and James Madison University are not responsible for damages to students' personal property.

Students found with inappropriate appliances in their room or suite will have 24 hours to remove the items and may be subject to a \$50 fine if they do not promptly remove the items. A follow-up inspection will occur to verify removal.

## **Training:**

On the day students move into their on-campus residence halls, they are required to attend a community meeting with their Resident Advisers (RA). At that one hour meeting, the RA outlines fire and emergency evacuation procedures, distributes a fire safety instructional brochure, and discusses policies and procedures regarding electrical appliances, smoking, and open flames. Students also receive a copy of the ORL Guidebook Calendar that contains policies and procedures regarding fire and personal safety.