



ROBERTS
WESLEYAN COLLEGE



NORTHEASTERN
SEMINARY

Fire Safety

The College is committed to the safety of our faculty, staff and students and providing a safe environment in which to live in, learn and work. The safety of our students and fire safety is our highest priority.

- All buildings at the College are equipped with automated fire alarm systems and monitored 24 hours a day by Simplex-Grinnell (an industry leader in fire detection and alarm capabilities). When a fire alarm is received, Campus Safety is notified through our alarm system, a text notification and a telephone call from Simplex-Grinnell. A Campus Safety Officer responds immediately and the appropriate Fire Department is notified to respond.
- Campus Safety has a policy in place for evacuation procedures.
- Fire Extinguishers are located in all hallways and common areas throughout our residential system. There is an audible alarm and emergency egress directions for evacuation. All exit doors are push open for a quick exit.
- Co2 detectors are located on each dorm floor and heat detectors are located in all dorm kitchen areas.
- Fire Alarm Systems are inspected by an outside contractor on a regular basis. Sprinkler systems are tested on a regular basis.
- At the beginning of each school year, residents receive instruction on proper exiting and pathways and other fire safety information.
- Each semester Campus Safety performs two (2) fire drills in each dorm. One drill is done in the evening and one at night. Fire drills are timed and all residents are expected to participate and evacuate. No prior notification is given to the residents as to the timing of these drills. The purpose of these drills is to familiarize residents with evacuation procedures, the sound of the alarms, and the locations of all exits in an area.
- **DAVISON HALL IS THE ONLY RESIDENTIAL HALL EQUIPPED WITH A FIRE SPRINKLER SYSTEM**

Fire Reporting

Sound the fire alarm by activating a fire alarm wall mounted pull station and:

- Call Campus Safety at 7777 or (585)-594-7777
- Campus safety will alert Chili Fire Department for any building on South Campus/ Spencerport Fire Department for any building on North Campus.
- Follow the building evacuation procedures
- Once evacuated from the building, alert the first responding Campus Safety Officer or Fire Department Official to the source of the fire.

- If a member of the Campus Community finds evidence of a fire that has been extinguished, and the person is not sure whether Campus Safety has already responded, the community member should immediately notify Campus Safety to investigate the incident

Building Evacuations

When the alarm sounds:

- Immediately evacuate the building
- Close all room doors (but do not lock) if possible
- Leave by the nearest marked exit
- Do not use elevators
- Assist persons with a disability in exiting the building. If you cannot assist, direct the disabled person to the designated staging area and notify a Campus Safety Officer or Fire Department Official and report the person's name and location.
- As you evacuate the building, pull closed any steel fire doors. Do not leave them propped open.
- Move to the designated evacuation site and away from the building.
- Do not return to the building until directed by Campus Safety or a Fire Department Official.

Fire Extinguishers

Fire Extinguishers are located in all hallways and common areas throughout our residential system. The extinguishers are to be used by emergency responders and trained Campus personnel only. Do not attempt to fight a fire with an extinguisher unless appropriately trained. Fire Extinguishers throughout campus are inspected on a monthly basis by Campus Safety.

Prohibited Items and Activities

- Candles and/or incense are prohibited in residence halls.
- Cooking/Electrical Appliances: Students are required to limit their use of electrical appliances to the following: personal computer, radio/stereo, small TV, compact refrigerator, microwave, clock, hair dryer and small fan. Air fresheners requiring a plug, toaster ovens, open-coil heaters or burners and space heaters are not allowed.
- Fire and Safety Equipment: Tampering with fire extinguishers, alarms and other safety equipment is a serious offense against the Campus Community. A student guilty of this offense faces a maximum penalty of expulsion from the College.
- Lamps: Halogen lamps are prohibited in the residence halls.
- Smoking: Smoking is prohibited on campus property.
- Windows: Electrical signs are not allowed in windows. Signs and other material are not allowed to hang outside of windows, off fire escapes or off buildings.
- No open flames (i.e. candles and smoking)
- No highly combustible material hanging from ceiling.
- No decorations near or covering lights or light fixtures.
- No extension cords.

- No electrical wires through or underneath door frames or carpets.
- No daisy chained power strips.

Fire Safety Tips

- Never leave cooking unattended.
- Do not assume an alarm is false.
- Know two ways out of your residence hall or office building.