

Unity College presents its 2020 Fire Safety Report in compliance with the Higher Education Act (HEA) and the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act).

Fire Statistics On Campus Student Housing Facilities:

## FIRE SAFETY POLICY

The college will take strict and definite administrative and judicial action when the lives and property of the campus community are compromised by fire safety violations. When appropriate, criminal prosecution will be exercised.

- Lighting fires of any kind in a residence is a violation of state law and may subject a student to legal proceedings as well as college disciplinary action.
- Tampering with fire extinguishers or fire alarm systems, and fastening or otherwise blocking fire doors (including doors leading to stairwells) are punishable under the laws of the state.
- Items stored in the hallways of campus housing that may restrict evacuation in case of emergency are prohibited.
- Arson is a felony under state law.
- ● Careless use of lighters, matches, or tobacco products constitutes a definite fire hazard. Extreme caution should be exercised when using them (please refer to Tobacco Policy for further explanation).
- Doorways, ceilings, or heating units in the residences must be clear of obstructions and may not be covered with any materials including tapestries, plastic banners, or any materials deemed to be a safety hazard or deemed to inhibit evacuation in the event of an emergency as determined by Public Safety or the Residence Life staff.
- Any items producing an open flame are specifically prohibited in residential facilities except for cigarette lighters or matches.
- Use or possession of fireworks, gunpowder, chemicals, or other explosives listed in the “Weapons Policy” is prohibited by law.
- State law dictates that fire drills must be held in all residence halls. In 2019, two fire drills were conducted at each residence hall. All residents are responsible for becoming familiar with the specific regulations for their residence hall. When a fire alarm sounds, residents are required to vacate the hall immediately. Failure to do so is a violation of state law and college safety standards and may subject student(s) to disciplinary action. There will be a fire drill, each semester, for each residence. The Waldo County Sheriff’s Office Dispatch will be notified before any drill is conducted. The Housing Director and the Public Safety Department will coordinate and insure

that fire drills are conducted.

- Any equipment that is deemed unsafe by the college is prohibited. Students who need to store camping fuels and starters, such as white gas, should contact the Housing Director to discuss storage options.
- Burning incense is prohibited in all campus facilities.
- Fires are prohibited in all outdoor areas of the college except in the college fire pit and primitive skills pit which require Public Safety approval for an on-campus fire.

#### Procedures to Follow if a Fire Occurs:

1. Pull the fire alarm.
2. Dial 911 and notify officials that there is a fire at the specific location (Unity College, Name of Residence, and Room Number) Note: This call should be made as quickly as possible, but the student making the call should make it from a safe location.
3. Dial campus extension 232 and notify the public safety officer on duty of the fire and the specific location of the fire. Note: This should be made as quickly as possible but the student making the call should make it from a safe location.
4. Evacuate the building immediately. While leaving, alert other students to the existence of the fire.
5. Meet the public safety officer on duty to give details of the location of the fire, if needed.
1. 6. Move at least 50 feet from the affected building. Cianchette and Maplewood residents should use extra care in evacuating their residence. Students should not look directly at the alarm strobe lights. The strobe lights may cause eye damage.

Note: Anyone causing a false alarm will be charged with committing an unsafe and hazardous act and will be subject to summary suspension.

#### Fire Safety Program, Equipment and Procedures:

**Sprinkler Systems:** Each residence hall is equipped with a sprinkler system that is activated by heat which then release water onto the fire. If the sprinkler systems should loose water pressure an alarm will sound. Every sprinkler system is checked quarterly by a certified inspector with a report issued to Public Safety and Facilities Management who will address any concerns or issues reported by the inspector.

**Smoke Detectors:** All residence halls are equipped with smoke detectors that are inspected annually by a certified inspector who issues a report to Public Safety and Facilities Management of any issues needing attention. Public Safety replaces all smoke detector batteries before the beginning of the Fall term and continues to monitor them though out the year with the assistance of the Dean of Students and their staff.

**Residence Halls:** Eastview, Westview, Wood Hall, Cianchette, Maplewood, Clifford Hall, Unity Two, and Unity Three have hallways with marked exits and emergency lighting. A 90-minute emergency lighting test is done annually before the beginning of the Fall Semester to ensure they are functioning properly. All of the residence halls have windows designed to allow easy egress in

case of a fire. The only exception to this is Maplewood rooms 106, 110 and 116. There are four cottages on the campus: Baxter, Carson, Nearing, and Flyrod. They are all equipped with smoke detectors in each room and one in each common area to the Cottage. Every Residence Hall has functioning fire extinguishers on each floor that the Residence Advisors are trained to properly operate in case of a fire. Public Safety also conducts monthly inspections on all the fire extinguishers on campus and off. Fire extinguishers are annually inspected by a certified inspector and a report issued to Public Safety and the Facilities Management. Tampering with any safety equipment or repeated triggering fire alarms will not be tolerated because of the safety and wellbeing of the residents are our major concern.

Public Safety maintains a file with all safety inspections reports conducted during the reporting year.

Items Prohibited from All Residence Halls:

- Explosives or explosive materials, including any flammable liquid.
- Fireworks.
- Appliances with open elements, flame or electric.
- Grills, gas, charcoal or similar devices.
- Candles or incense; unless permission is granted by the Dean of Students for religious/spiritual reasons. A copy of any students approved to use candles or incense burning is sent to Public Safety.