

# FIRE





**IF A FIRE ERRUPTS**, immediately **CALL 9-1-1**. Any time there is a fire on campus, of ANY size, the Fire Department must be called. The following procedures should be activated for a Fire at a school or district facility. **Call 9-1-1 and then call the Site Administrator** and supply any known details. **TREAT ALL ALARMS LIKE A REAL EMERGENCY. DO NOT ASSUME IT'S A FALSE ALARM. THE ALARM MAY NOT SOUND CONTINUOUSLY. IF THE ALARM STOPS, CONTINUE TO EVACUATE**

## WHEN FIRE OR SMOKE IS DISCOVERED IMMEDIATELY

R	A	C	E
Rescue/Remove Persons in Immediate Danger	Activate Alarm and <b>CALL 9-1-1.</b>	Confine/Contain the Fire. Close Door After Exiting Area	Extinguish with Portable Fire Extinguisher if Possible, or Evacuate

1. Walk, DO NOT RUN, to the nearest safe exit. DO NOT PUSH OR CROWD. Provide clear direction to students and visitors.
2. Provide assistance to those persons with access and functional needs.
3. Use stairways and handrails and keep to the right. DO NOT USE ELEVATORS.
4. Feel doors bottom to top for heat using the back of your hand. IF HOT DO NOT OPEN DOOR. If not hot, open the door slowly standing behind and to one side. Be prepared to close quickly if fire is present.
5. Proceed to Evacuation Assembly Area and take roll.
6. Refer to "Critical Incident Response Plan and Evacuation Map."
7. Follow directions of the Site Administrator.
8. Notify Safety Dispatch (909) 820-6892 as soon as possible.

## IF YOU HAVE BEEN TRAINED TO USE A FIRE EXTINGUISHER

P	A	S	S
Pull the pin from handle 	Aim at the base of the fire 	Squeeze the handle 	Sweep from side to side 

<p><b>Additional Fire Extinguisher notes:</b> After extinguishing a fire, back away. Watch for re-ignition. Use fire extinguishers on small fires only -trash cans or smaller. Do not attempt to put out the fire unless you have received training in the proper use and limitations of fire extinguishers. Use the appropriate extinguisher for the type of fire.</p>	<p><b>If Caught in Smoke:</b> Drop to hands and knees and crawl to exit. Hold breath as much as possible. Breathe shallowly through nose and use dry clothing (shirt, jacket, other) as filter.</p>
<p><b>If Trapped in a Room:</b> Place cloth material around or under door to prevent smoke from entering. Retreat and close as many doors as possible between you and the fire. Be prepared to signal from window but do not break glass unless absolutely necessary.</p>	<p><b>If Forced to Advance through Flames:</b> Hold your breath. Move quickly. Cover head and hair. Keep head down and eyes closed as much as possible.</p>

If Clothing Catches Fire:



# FIRE