

Simpson College
Campus Safety & Security
Campus Fire Safety Annual Compliance Report
2010

Overview

The Higher Education Opportunity Act (Public Law 110-315) became law in August, 2008, requiring all United States academic institutions to produce an annual fire safety report outlining fire safety practices, standards, and all fire-related on-campus statistics. The following public disclosure report details all information required by this law as it relates to Simpson College.

General Statement of College Owned / Controlled Student Housing

At Simpson College all residence halls have a wet sprinkler system throughout with a pre-action system in the attic. The system is also equipped with flow and valve tamper switches monitored by F/A panel. The system also has non-addressable fire alarm panels with hard-wired photo-electric smoke detectors in hallways; hard-wired smoke/heat detectors in mechanical rooms, custodial closets, lounges & student rooms; hard-wired heat detectors in kitchens. Fire alarm panels annunciate to the Campus Safety & Security and Facilities Management offices.

Fire Safety Plans

If a fire is discovered in any college building, members of the campus are encouraged to call the Simpson College Campus Security Department, 961-1711. The fire alarm emergency signal is a continuous sounding of the fire alarm. In case of a fire each person in the residence hall or building should leave the building as quickly as possible, using available stairways and fire escapes. Each student or campus community member should also leave room doors unlocked and close the door upon exiting their room. Students and community members should walk quietly and quickly downstairs and stand in a designated area away from the building. Fire safety procedures are listed on pages 46 - 47 in the student handbook or online at

<http://www.simpson.edu/studentlife/studenthandbook2010-11>

Residence Hall: Student Housing Fire Protection Systems:

Barker, Kresge, Picken, Buxton, Hamilton, Clinton Apts, Detroit, Weinman, Washington, Colonial, Station Square, ATO, SAE, LXA, Worth, Kate Shelly Women's Resource Center	Wet sprinkler throughout. Flow and valve tamper switches monitored by F/A panel	Addressable fire alarm panel with hard-wired photo-electric smoke detectors in hallways; hard-wired smoke/heat detectors in mechanical rooms, custodial closets, lounges; hard-wired, battery back up smoke detectors in student rooms; hard-wired heat detectors in kitchens. Fire alarm panel annunciates to entry doors.
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Houses: Student Housing Fire Protection Systems

903 North E, 907 North E, 707 North D, 711 North D, 108 ½ W. Clinton, 411 W. Clinton	Hard-wired battery back up smoke detectors in all rooms; Range Guard fire suppression systems installed above all stove tops.	
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Campus Fire Emergencies

If a fire occurs in a campus building, everyone should quickly exit the building, using available stairways and fire escapes. The emergency signal for a fire is a continuous sounding alarm. After reaching safety, call the Security Department at ext. 1711 or dial 911 for assistance.

Emergency Telephone and Campus Numbers

Fire: 1711, 911 or 8-961-9405

Building Fire Equipment

Mechanical problems with locks, doors, or other security or fire equipment should be reported to Campus Services or the Security Office.

Students are encouraged not to walk on fire escapes or the roofs of college buildings except during drills or a fire emergency. Students found in the resident halls after the fire alarm has sounded may be fined \$25 which will be billed to their student account.

How to Report a Fire

If a burning odor or smoke is present, call the Security Office at extension 1711 (or dial 911). Report the exact location of the fire and, if know, what is burning. If a fire is detected, sound the building alarm by pulling an alarm station.

Fire Safety Procedures

The act of discharging a fire extinguisher, lighting a fire, and misuses or tampering with the alarm or sprinkler systems is considered irresponsible behavior and endangers the lives of others and can result in immediate judicial or criminal action. The college reserves the right to pursue criminal charges through the appropriate authorities.

The minimum penalty for discharging fire extinguishers or misuse or tampering with fire alarm or sprinkler systems includes a minimum \$100 fine for students. When the individual responsible cannot be identified, the fine is equally divided among the hall or house residents and taken from their continuing enrollment deposit.

A. Actions to Take

- If you can help control the fire without personal danger, take action with available fire fighting equipment. If not, leave the area.
- A local alarm station will cause the alarm to sound. It does not automatically notify the Fire Department, but does notify the Security office.
- Never allow the fire to come between you and an exit.
- Remove all persons from the danger area. Close doors behind you to confine the fire.

B. Response to Audible Fire Alarms

- If the audible alarm sounds for more than 30 seconds or starts to sound for a second time, evacuate the building immediately.
- Do not use the elevators.
- If requested, accompany and assist persons with disabilities who appear to need assistance.
- Leave all parcels and personal property inside.
- Remain approximately 100 feet from the exits to help facilitate clear access to the building for the fire department.
- Return to the building only when instructed to do so by Campus Security staff, police, or fire department officials.

Policies Related to Fire Safety Measures

Portable electronic appliances

- Electrical Equipment: Electrical appliances, including but not limited to electric blankets, cooking and heating equipment, heat lamps, halogen lamps, and window air conditioners are not allowed in the residence halls. Students are not permitted to alter existing wiring.

- Smoking is not permitted inside college buildings or on college property. Smoking is allowed along the sidewalks near the parameter of the college's property and in the area between the sidewalk and the city streets.
- Open Flames
 - i. Bonfires*
 Bonfires / campfires are only allowed in specific locations. Campus Services designates these areas. For more details about exact location, please contact Campus Services. The following procedures must be followed:
 - All bonfires must be approved by a Dean in the Office of Student Affairs.
 - Only wood supplied by Campus Services can be used. Students are not allowed to provide their own wood. Students must request firewood from Campus Services at least a week in advance.
 - The Indianola Fire Department should also be contacted for approval of an open fire at 961-9405.
 - The student(s) requesting the bonfire / camp fire is responsible for extinguishing the fire prior to leaving the site. Organizer must discuss proper extinguishing procedures with Campus Services prior to the event.
 - No bonfires / camp fires are permitted when the City of Indianola has a burning ban.
 - If at any time during the bonfire / camp fire, a Simpson College staff member or security officer feels the fire is out of control, the fire will be extinguished.
 - Failure to follow these procedures will result in judicial action.
 - ii. Barbecues & Open Flames*
 A limited number of barbecue grills are available for student use. Permission must be obtained from the Director of Campus Services before barbecues can be set on college property. Candles are prohibited in the residence halls.
 - iii. Fireworks Policy*
 The use of fireworks is illegal by Iowa law. The possession or use of fireworks on campus is prohibited. Policy violation may result in a fine and / or judicial action. Criminal sanctions may also be imposed.

Fire Safety Training

Simpson College Student Development and Security departments conduct fire drills in campus student residence halls each academic year. Each resident of the on campus housing community is required to participate with the drill using the techniques that are outlined in the student handbook.

Simpson College currently and routinely contacts the Indianola Fire Department for training and advice.