

## Annual Fire Safety Report for Student Housing (Updated Fall 2021)

Each year, Berea College publishes a Fire Safety Report and a Campus Security Report to the community in compliance with the Higher Education Act (HEA), as amended in 2009. The required policy information and statistics for both crime and residence hall fire related issues are available in the form of a printable brochure on the Berea College Public Safety web page. The fire safety report outlines fire safety practices, standards, training measures and all required residence hall fire statistics. The report provides information on the fire suppression and notification systems and policies related to portable electrical appliances, smoking and open flames in student housing facilities. Individual residence hall data is presented in the matrix titled Residence Hall Fire Safety.

The fire alarm systems of 15 residence halls are monitored 24 hours a day by contract with an off-site alarm-monitoring firm, which notifies Berea Fire Department and Berea College Public Safety of alarm activations. Kettering Residence Hall recently re-opened, beginning for Fall Term 2021. This residence hall was offline since Fall of 2019 and did not house students during the 2020-2021 school year. Automatic fire suppression sprinkler systems and electrically wired smoke detectors with battery backups are located in individual living units and in the public areas of each of these 15 halls. The remaining locations, Home Management House, and the Eco-Village locations are on local fire alarm systems only, and do not call out alarms to a central monitoring location. These residences do, however, have both wired in smoke detectors and battery backups for these detectors. The Home Management House does not currently have an existing cohort of students living within the space at all times, however it is reserved a potential space for quarantined individuals to be housed during COVID-19 isolation or quarantine protocols according to CDC or local health department guidance.

Fire extinguishers are located in prominent and public locations in all residence halls. Environmental Health and Safety coordinates monthly scheduled checking and reporting by trained hall staff on the status of residence hall fire extinguishers, emergency lights and fire egress systems.

Twenty-eight of the fifty apartments in the Ecovillage, designed for families and single parents, have automatic sprinkler systems. All apartments have fire extinguishers and two or more smoke detectors. Fire extinguishers are checked quarterly in each apartment and the Commons House.

### Evacuation Procedures

Students must evacuate during a fire alarm and proceed to a designated assembly point until notified that it is safe to return to the building and rooms. Building evacuation routes are posted on the back of the door of each room and in the public areas. It is the responsibility of every member of the residence hall community and their guests to know how to safely evacuate the residence hall. This includes being familiar with evacuation routes and the locations of exits, stairwells, phones, and elevators. Students who fail to evacuate during a fire alarm may be subject to disciplinary action.

Persons with disabilities who may need assistance should inform College personnel, including the Disabilities Coordinator and the Department of Public Safety, of the nature of the disability and type of assistance that may be needed. Residential students also must inform their Hall Coordinator and Student Life Area Coordinator of the accommodations needed. Students also should notify labor supervisors and instructors because evacuation may be required from the workplace, classroom, or laboratory. Individuals who must stay in place until emergency personnel arrive should be sure to inform another person of their specific location so they can inform the emergency responders. They also can call Public Safety and 911.

## **Fire Prevention**

It is the policy of Berea College to provide students, faculty, staff, and visitors with the safest possible environment, free from known fire hazards. The goal of the college is to recognize hazardous conditions and take appropriate action before such conditions result in a fire. This goal is accomplished by conducting periodic safety inspections of fire systems, residence hall facilities, keeping facilities in compliance with all applicable state and federal fire codes, and increasing the fire safety awareness of residents by conducting fire drills. The State Fire Marshal's Office, Public Safety, Facilities Management, Environmental Health and Safety, and Residence Life conduct periodic inspections. All Student Residence Life Staff are provided fire extinguisher training at the beginning of each academic year. Supervised fire exit drills are conducted in residence halls at least two times a year and, in most cases, two times a semester. The Berea Fire Department is also involved with fire drills in the residence halls.

## **Residence Hall Fire Safety Regulations**

To minimize the potential for fires, Berea College is a smoke and tobacco free Campus. Any open flames, candles, incense, electrical wax pots, potpourri pots, candle burners and electric plates are prohibited. Candles and explosives are not permitted in the residence halls. Appliances in rooms must be in good working order and have the Underwriters' Laboratories seal of approval. Appliances that are not permitted include popcorn poppers, coffeepots, teapots, electric frying pans, microwaves, deep fryers, grills, halogen lamps, etc. Extension cords must be in good working order and have the U.L. seal of approval. Cords must not be spliced or changed in any way. Extension cords should not be used under rugs or furniture or behind/around hot water/heating pipes. Surge protectors or circuit breakers must be used any time an extension cord is used. Curling irons, etc., are to be used in the bathroom and are not to be left plugged in even if they are turned off. Appliances with three-prong plugs may not be altered to fit a receptacle that does not provide for a ground plug. U.L. adapters may be used. Irons are to be used only in laundry rooms or other designated areas within the residence halls.

## **Plans for Improving Fire Safety**

In the 2020-2021 academic year, as part of the Berea College Safety Week, fire drills were initiated in all buildings on campus, including Academic and Administrative buildings. This ensured that almost all students were involved in at least one or, for most, multiple fire drills on campus during that week. This is an annual event to increase knowledge of students' responsibilities during fire alarms. The College has a good working relationship with the Berea City Fire Department and two evacuation drills will be planned per semester with them for residence halls. Pre-planning is done in conjunction with the Fire Department for academic and residential buildings.

## **Reporting**

All students and employees must immediately report fires to the Public Safety Office (ext. 3333 from a campus phone) or 9-1-1. All students and employees must report all potential fire hazards to Public Safety, Facilities Management, or Residence Life. Persons aware of evidence suggesting a previously unreported residence hall fire of any magnitude should report the incident to Public Safety. Knowledge of all fire situations is an important aid to investigation and follow up aimed at prevention of similar future incidents and to alerting others in the halls to potential dangers. A daily fire log is maintained and updated on the Public Safety webpage. A copy of the log is also posted on an electronic bulletin board outside the Public Safety main office.

## **Statistical Reporting of Fire Incidents in Individual Residence Halls**

For the 2020 Calendar year there were no fires reported in any of our residence halls on campus.

### Helpful Numbers

Public Safety Office (859)985-3333  
 Emergency Dispatch 9-1-1  
 Facilities Management (859) 985-3827  
 Residence Life Collegium (859) 985-3115

A table is included, which provides detailed descriptions of the fire protection and notification systems in each individual residence hall.

Residence Hall	Fire Alarm Monitoring	Partial Sprinkler System	Full Sprinkler System	Fire Extinguisher Devices	Evac Plans	Evac Drills Per Year	Horns	Strobe Lights	Fire Doors
Anna Smith	Yes		Yes	Yes	Yes	4	Yes	Yes	Yes
Bingham	Yes		Yes	Yes	Yes	4	Yes	Yes	Yes
Blue Ridge	Yes		Yes	Yes	Yes	4	Yes	Yes	Yes
Dana	Yes		Yes	Yes	Yes	4	Yes	Yes	Yes
Danforth	Yes		Yes	Yes	Yes	4	Yes	Yes	Yes
Deep Green	Yes		Yes	Yes	Yes	4	Yes	Yes	Yes
Elizabeth Rogers	Yes		Yes	Yes	Yes	4	Yes	Yes	Yes
Fairchild Hall	Yes		Yes	Yes	Yes	4	Yes	Yes	Yes
Home Management	Yes		Yes	Yes	Yes	4	Yes	Yes	No
James	Yes		Yes	Yes	Yes	4	Yes	Yes	Yes
Kentucky	Yes		Yes	Yes	Yes	4	Yes	Yes	Yes
Kettering	Yes		Yes	Yes	Yes	4	Yes	Yes	Yes
Pearsons	Yes		Yes	Yes	Yes	4	Yes	Yes	Yes
Seabury	Yes		Yes	Yes	Yes	4	Yes	Yes	Yes
Talcott	Yes		Yes	Yes	Yes	4	Yes	Yes	Yes
Eco Village	No	Yes*		Yes	Yes	1	No	No	No

\*28 of 50 Apartments have partial sprinkler systems