



CAPITAL AREA FIRE CHIEFS ASSOCIATION

203 E. Pecan Street, Pflugerville, TX 78660

* Officers *

Gary Warren, President
Chris Barron, Vice Pres.
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Fire Safety Guide for School and Fire Officials (Educational Occupancies)

Artwork and Decorations	
Without Sprinkler System	<ul style="list-style-type: none"> Corridors – Not more than 20% of wall area Rooms – Not more than 20% of wall area Enclosed Stairs – No materials on ceilings or walls
With Sprinkler System	<ul style="list-style-type: none"> Corridors – Not more than 20% of wall area Rooms – Not more than 50% of wall area Enclosed Stairs – No materials on ceilings or walls
Ceilings	<ul style="list-style-type: none"> Nothing attached directly to ceilings. A limited amount of banners and similar items may be hung from ceilings. Must be attached to ceiling by metal wire. Combustible materials must be suspended at least two 2 feet or more below the ceiling in nonsprinklered areas of buildings or a minimum of 18 inches below sprinkler head deflectors in sprinklered areas of buildings. Can not be hung in a manner that will disrupt sprinkler pattern development. Curtains, draperies, hangings, and other decorative materials suspended from walls or ceilings shall meet the flame propagation performance criteria of NFPA 701 or be noncombustible. The required fire-resistance rating of fire-resistance rated construction shall be maintained (ceiling tiles).
Banners and Signs	<ul style="list-style-type: none"> Materials shall not be placed on an exit door in a manner that can obscure their recognition. No materials on exit, room or stair doors. Large banner on walls in atriums and assembly areas with high ceilings subject to Authority Having Jurisdiction (AHJ)*. Banner must terminate at least 8 feet above the floor level subject to AHJ.
Electrical	
General	<ul style="list-style-type: none"> Multiplug surge protectors shall be plugged directly into a wall outlet. Extension cords shall be plugged into a wall outlet or a grounded multiplug surge protector. Light bulb wattage shall not exceed the rated capacity of the fixture. Combustible materials shall not be stored in boiler, mechanical or electrical equipment rooms. Extension cords and flexible cords shall not be a substitute for permanent wiring. All electrical appliances (Example: Microwaves, Plug-in air fresheners, etc.) shall have a current and valid UL/FM Label.
Corridor Storage	
Storage	<ul style="list-style-type: none"> Storage is not permitted in exit corridors.
Tables and Chairs	<p>Schools often desire to place tables and chairs in corridors for fundraisers and other events.</p> <p><u>This is permitted subject to the following parameters:</u></p> <ul style="list-style-type: none"> Must not obstruct the required width of the exit corridor. Will determine this by the amount and size of exit doors discharging from the corridor. The storage must not extend into the pathway of the doors on either side of the corridor. Must be located at least twenty feet from the exit doors. If multiple tables are placed in a corridor, all tables must be placed on the same side of the corridor. This will prevent the need for occupants to “weave” during an evacuation.
Fire-Resistive Corridors	
Self-closing doors	<ul style="list-style-type: none"> Door stops not allowed. Teachers may not block doors open when rooms are occupied.
Required Exit Doors	
All interior/exterior doors with panic hardware/crash bar	<ul style="list-style-type: none"> Chains are not permitted on exit doors. Drop bars are not permitted after hours. Panic hardware is the only lock/latch permitted on exterior doors. Knox boxes must be kept current with access keys and emergency contact information.

Access Control Gates	
Corridors	<ul style="list-style-type: none"> • Only permitted if code violation will not be created when gates are closed. • Code violations include obstructing access to an exit and creation of long dead-end corridors. • Existing gates which violate code must be removed or secured in place so the gate is non-operational.
Emergency Lighting	
Testing	<ul style="list-style-type: none"> • Will not require monthly inspection • Will require annual 90-minute test per fire code • Will require that power be cut when performing 90-minute test • Fire officials may require documentation.
Stage Curtains	
Manufacturers Tag	<ul style="list-style-type: none"> • Will require that all curtains have a tag from the manufacturer verifying flame resistance.
Inherently flame resistant	<ul style="list-style-type: none"> • Will recommend that schools purchase curtains which are inherently flame resistant and do not require periodic chemical treatments to maintain flame resistance.
Periodic Testing	<ul style="list-style-type: none"> • For curtains which require periodic treatment, will require periodic treatments based upon manufacturers recommendations. This may require annual treatments.
Candles	
General	<ul style="list-style-type: none"> • Candles and other open flames are not permitted in offices and classrooms
Portable Heaters	
General	<p>Listed portable heaters are permitted in offices and classrooms.</p> <ul style="list-style-type: none"> • The heater must be powered by electricity. • The heater must be listed by UL, FM or other listing agency. • The heater must be provided with a "tip-over" safety feature. • The heater must be kept at least 3 feet from combustible materials. • The heater must be plugged directly into a wall outlet. • The heater cannot be plugged into a power strip or extension cord.
Fire Alarm and Protection Systems	
General	<ul style="list-style-type: none"> • Will require annual system testing. • Will not require monthly and quarterly testing mandated by some standards. • Will require smoke detectors to have a sensitivity test per NFPA 72. • Will require annual testing be performed by licensed fire protection contractors, not district personnel. • Kitchen hood suppression systems shall have a current service tag.
Fire Alarm	
Protective Covers	<ul style="list-style-type: none"> • Staff should understand the correct operation for pull boxes when tamper resistant covers are provided. • Tamper-resistant covers for manual pull boxes are permitted when approved by AHJ
General Alarm	<ul style="list-style-type: none"> • Staff members should be trained in the procedures for activating a general alarm for the building.
	<ul style="list-style-type: none"> • Fire and Emergency drill records shall be maintained and available upon request from the fire official. The Fire Official may allow other emergency drills to be counted towards their required fire drills.
Portable Extinguishers	
General	<ul style="list-style-type: none"> • Portable fire extinguishers are required and must be maintained by a licensed fire extinguisher contractor. • Staff members should know the location and operation of fire extinguishers.
General Items	
Additional Comments	<ul style="list-style-type: none"> • No storage permitted underneath stairs unless protected by a sprinkler head or fire rated wall. • Area behind dryers, and the vent, shall be clear of debris at all times. • Storage shall be maintained 2 feet or more below the ceiling in nonsprinklered areas of buildings or a minimum of 18 inches below sprinkler head deflectors in sprinklered areas of buildings.

Please note that this is not an all inclusive list of violations. This is a fire safety guide for school and fire officials. The Fire Code official may note violations which are not stated in this safety guide.

* Authority Having Jurisdiction / AHJ – The organization, office, or individual responsible for enforcing fire codes.