



**2010**

**Campus Fire Report**

## **Introduction:**

According to the National Fire Protection Association (NFPA), colleges and universities across the United States average more than 3,300 fires per year. The Campus Fire Safety Right to Know Act is a federal law that requires post secondary institutions which have on campus student housing to report fire safety information. A report must be published annually outlining the campus fire safety systems, statistics, policies and procedures to enable parents and students to make informed decisions regarding fire safety and their choice of institution and/or residence hall.

# Residence Hall Fire Safety Systems

Centenary College of Louisiana recognizes that fire safety/prevention systems are essential in all campus buildings but particularly in residence halls. The table below outlines the various systems which are in place in each residence hall. Questions regarding these systems should be directed to the Facility Services Director at 869-5286.

Residence Halls	Fire Alarm Monitored by Service	Partial Sprinkler System	Full Sprinkler System	Room Smoke Detectors	Fire Extinguishers	Evacuation Placards	# of Fire Drills
<b>Hardin</b>	x	x		x	x	x	2
<b>James</b>	x	x		x	x	x	2
<b>James Annex</b>	x	x		x	x	x	2
<b>Rotary</b>	x		x	x	x	x	2
<b>Sexton</b>	x	x		x	x	x	2

## ***Tampering with Fire Equipment***

It is against the law and the regulations of the College to tamper with fire equipment of any kind. Falsely pulled fire alarms and other forms of tampering with fire equipment are a serious safety issue and each student should accept personal responsibility for reporting anyone who does so. Students found responsible for false alarms or other fire equipment tampering will face serious sanctions up to removal from housing or expulsion, and may also face criminal charges.

## ***Proper Use of Fire Extinguishers***

Know the location, type and how to use your fire extinguisher.

**Location:** Check for the locations of fire extinguishers in your residence hall, classrooms and workplace.

### ***How to use:***

Pull, Aim, Squeeze and Sweep = PASS

P> PULL and twist the pin

A> AIM the nozzle at the base of the fire, standing back about eight feet

S> SQUEEZE the handle or trigger to activate the extinguisher

S> SWEEP the fire from side to side.

## Fire Safety Education

The Department of Public Safety has two employees who underwent FireWise Campus training by the Center for Campus Fire Safety. Several of the Centenary Police Officers are also CERT (Campus Emergency Response Team) certified by the Office of Homeland Security and Emergency Preparedness. These employees provide hands on training to the Residence Life Assistants each fall. At orientation the Department of Public safety conducts training with all incoming freshman regarding emergency response and evacuations procedures. Residence Life reinforces this training with fire drills in the fall and spring semesters. Last year the Department of Public Safety used a Mock Residence Hall Burn Room to demonstrate to students the importance of evacuating quickly in the event of a fire.

## Residence Life Fire Safety Regulations

### ***General***

- The burning of any substance (other than cigarettes in approved outdoor smoking areas) is not allowed in or around the residence halls.
- Multiple socket plugs are not allowed, and multiple-socket surge protectors should not have several high drain appliances in use simultaneously.
- Students in areas where circuit breakers need to be reset may be required to reduce their number of outlets or appliances in use to conform to the capacity of the electrical system.

### ***Candles & Incense***

- Candles and incense may not be burned.
- Partially burned candles and/or incense are not allowed in the residence halls.

### ***Appliances:***

- Appliances with exposed heating elements or hot surfaces (including but not limited to toaster ovens, electric grills or skillets, halogen lights, crock pots, fryers, and space heaters) are not allowed in the residence halls.
- Students may have one microwave (no more than 900 watts) and one refrigerator (under 1.8 amps) per residence hall room.
- Irons and coffee pots are allowed but may not be left plugged in or unattended.

# Evacuation Procedures

All students are required to evacuate buildings during fire alarms, and may not re-enter until cleared by a Residence Life or DPS staff member. Students who do not evacuate during fire alarms or drills will be fined and may face additional judicial sanctions.

## *If you hear an alarm sound:*

- **Evacuate** the building immediately.
- If smoke is present, keep low to the floor.
- **DO NOT** use elevators!
- **DO NOT REENTER** the building until told to do so by the Centenary College Police Department or Fire Department personnel.

## *If flames are observed:*

- Sound the alarm by pulling the closest fire alarm station.
- Immediately evacuate the building.
- Go to the nearest phone and call the Centenary College Police Department at 869-5000.

## *If you smell smoke or have any other indication of fire:*

- Immediately call the Centenary College Police Department at 869-5000
- Describe what you have observed. Give your name and location.
- Alert other building occupants to prepare for possible evacuation.

**Report all fires, no matter how small, to the Centenary College Police Department at 869-5000.** Some nonresidential buildings fire alarms ring only in the building, and are not monitored by an alarm company. Not all Centenary buildings have an alarm system.

- Give your name
- Describe the location

## **Activating a Fire Alarm Station**

- Know the locations of fire alarms and extinguishers in advance
- Manual alarms are activated by pulling a handle down
  - You may have to break or lift a piece of glass with the provided hammer prior to pulling the handle.

# Emergency Assembly Points

Centenary College has designated a corresponding Emergency Assembly Point for each building on campus. Learn the Assembly Points for the building which you frequent on a regular basis. Generally the Assembly Point is the closest large building. Emergency Assembly Points are also noted on Evacuation Placards in the non-residential buildings. **In the event an emergency requires you to evacuate the building you are currently in, report to your designated Assembly Point. Stay there until an accurate head count has been taken and you have received any instructions/directions from campus administrators.** You can then leave the area; however, you may not reenter the building until the Department of Public Safety or the Shreveport Fire Department has reopened the building. The designated Emergency Assembly Points are listed below.

- **Residence Halls** Student Union
- **Brown Chapel** Magale Library
- **Bynum Commons** Student Union
- **Centenary Square** Kilpatrick
- **Extended Learning** Peters Bldg.
- **Facilities** Gold Dome
- **Fitness Center** Student Union
- **Gold Dome** Baseball parking lot
- **Hamilton Hall** Student Union
- **Hurley Music** Magale Library
- **Anderson** Magale Library
- **Feazel** Magale Library
- **Jackson Hall** Student Union
- **Magale Library** Brown Chapel
- **Marjorie Lyons** Anderson Aud.
- **Meadows** Student Union
- **Mickle Hall** Brown Chapel

# Fire Statistics

For the purpose of fire safety reporting, any instance of open flame or other burning in a place not intended to contain the burning or in an uncontrolled manner is considered a fire. The tables below reflect all fires occurring in on-campus student housing facilities reported in a calendar year (January 1-December 31) for the previous three years.

Any student or employee who gains knowledge of a fire occurring in a campus residence hall should report it immediately to Centenary Police at 869-5000.

## 2009

Residence Halls	Total Fires	Fire Number	Date	Time	Cause of Fire	Number of Injuries	Number of Deaths	Estimated Value of Property Damage
<b>Cline</b>	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<b>Hardin</b>	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<b>James</b>	1	1	01/23/2009	2011	Unintentional	0	0	0
<b>Rotary</b>	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<b>Sexton</b>	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A

## 2008

Residence Halls	Total Fires	Fire Number	Date	Time	Cause of Fire	Number of Injuries	Number of Deaths	Estimated Value of Property Damage
<b>Cline</b>	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<b>Hardin</b>	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<b>James</b>	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<b>Rotary</b>	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<b>Sexton</b>	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A

## 2007

Residence Halls	Total Fires	Fire Number	Date	Time	Cause of Fire	Number of Injuries	Number of Deaths	Estimated Value of Property Damage
<b>Cline</b>	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<b>Hardin</b>	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<b>James</b>	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<b>Rotary</b>	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<b>Sexton</b>	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A

## Conclusion:

During the coming year, Centenary College will continue to show its commitment to fire safety by making a number of improvements across our campus. An example of this would be the improvements being made at Marjorie Lyons Playhouse. The Playhouse will have noticeable improvements made to the sprinkler system and sprinkler heads on the stage area. In addition, upgrades are also being made to the gauges, bells, as well as to the fire inspection and testing equipment. It should be noted that this is not the only area that the Centenary campus will experience fire safety improvements. Improvements will also be made to the sprinkler systems in James Proper, Sexton Hall, Hardin Hall, Cline Hall, and Jackson Hall boiler and/or laundry rooms.

Your safety is paramount on our campus, so we would ask that you report all Fire Safety concerns or mechanical issues immediately to the Centenary College Department of Public Safety at 869-5000 or to the Centenary College Department of Facility Services at 869-5286.

A copy of Centenary College of Louisiana's Annual Security report can be obtained online at <http://www.centenary.edu/dps/safety>. You can also request a copy in person at the Department of Public Safety in Centenary Square Suite 214A or by calling 318.869.5759. The Annual Security Report includes statistics for the previous three years concerning crimes that occurred on-campus; in certain off-campus buildings or property owned or controlled by Centenary College; and on public property within, or immediately adjacent to and accessible from, the campus. The report also includes institutional policies concerning campus security, such as policies concerning sexual assault, and other matters.