



## SOUTHERN ARKANSAS UNIVERSITY TECH POLICE DEPARTMENT

For Immediate Assistance call 870.574.4517

### FIRE SAFETY

Fire, on college campuses, claims lives and causes an extensive amount of property damage. Most lives can be saved by using common sense in a fire emergency.

The Southern Arkansas University Tech Police Department urges you to follow these practical steps to protect yourself while working, living, or learning on campus.

#### Basic Fire Safety Survival Tips:

- Sleep with bedroom doors closed: closed doors provide protection against heat and smoke.
- Teach everyone in your household to recognize the sound of your smoke alarm.
- Test doors before opening them with the back of your hand. If it is hot, do not open.
- Use windows as alternative exits.
- Crawl low under smoke.
- Call the fire department.
- If your clothes catch fire: Stop, Drop and Roll.
- Cool a burn with cool running water.

### FIRE EMERGENCIES

#### If there is a Fire Emergency:

- **Sound the alarm-** If you discover or suspect a fire, sound the building alarm by activating the nearest pull station. If the building is not equipped with a fire alarm system, warn the other occupants by knocking on doors and shouting a warning as you leave.
- **Leave the building-** Try to help others only if you can do so without jeopardizing your personal safety. After exiting the building, keep at least 100 feet away from the building to allow clear passage of emergency personnel and equipment.
- **Do Not Go Back-** Do not re-enter the building until safety officials give the “All Clear Signal” or say it is safe to return to do so.
- **Call the College Police-** On campus dial 4517 this will connect you directly to the campus police department. If using an off-campus telephone, dial 911 for emergencies provide as much information as possible to the officer.

## TO SURVIVE A BUILDING FIRE:

- **Get down low and crawl if there is smoke-** If you get caught in smoke, get down on the floor and crawl on your hands and knees. Cleaner, cooler air can be found near the floor. In very low visibility environments, use your hands to feel for a wall then follow it around to an exit door.
- **Feel doors before opening-** Before opening any doors, feel the metal knob. It is HOT, don't open the door. If it is cool, brace yourself against the door, open it slightly, and if heat or heavy smoke is present, do not enter and immediately close the door.
- **Go to the nearest exit or stairway-** If you are planning to sleep in a building, always survey the location of the nearest two (2) exit doors and routes. If the nearest building exit is blocked fire, heat or smoke, go to another exit. **DO NOT USE ELEVATORS.** Elevator shafts may fill with smoke or the power may fail, leaving you trapped. Most elevators have features that deactivate the elevator during an alarm. Standing and waiting for an elevator wastes valuable time. Stairway fire doors will keep out fire and smoke- if they are closed- and will protect you until you get outside. Close as many doors as possible as you leave, this helps to confine the fire.

## IF YOU GET TRAPPED:

- **Keep the doors closed-** If you are trapped in a room; open the windows- from the top to let out the heat and smoke and from the bottom to let in fresh air. If the window only opens from the bottom, open the window and stay on the floor, away from the window. Seal cracks and vents so smoke cannot enter the room.
- **Signal for help-** Hang an object out the window (bed sheet, jacket, etc.) to attract attention. If there is a phone in the room, call the college police department dial 4517 and report that you are trapped. Be sure to give your room number and location.
- **Do not jump from the room -** Any rescue attempts will be made by the Fire Department.

## IF YOU ARE ON FIRE:

- **Stop, Drop, and Roll -** If your clothes catch on fire, Stop, Drop and Roll, where ever you are. Rolling smothers the fire.
- **Cool Burns -** use cool tap water on burns immediately. Do not use ointments, butter or lard. If you are burned, call the College Police at 574.4517 and they will dispatch an ambulance.

## FIRE PREVENTION

Help eliminate College fire hazards- The College Police department is dedicated to providing a safe atmosphere for all members of the College community. However, as members of the community there are things that you can do to prevent fires from occurring and protecting yourself.

## **Cooking**

- Cook in approved areas only and attend to your food while cooking.
- Make sure cooking area is well ventilated, or if a stove is equipped with a fan, turn it open.
- Clean up grease and appliances after each use. Grease is considered a flammable liquid; do not allow it to accumulate in cracks and crevices of the stove top or oven.
- To avoid burning food, adjust the heat to a lower temperature.
- If food begins to smoke, turn to a lower heat. If fire alarm system is activated, turn food off and meet the responding Police Officer to lead them to where you were cooking.

## **Appliances**

- Never leave unattended.
- Unplug appliances when not in use.
- If appliances have broken wires, or doesn't work properly, unplug and do not use. Label items as broken and report them to the appropriate personnel.

## **Storage**

- Boxes, bicycles, furniture, etc. should not be stored in hallways, stairwells, or blocking doors. These areas should be clear at all times so occupants can exit the facility in case of fire.
- Surplus furniture, paper, and equipment need to be disposed of in accordance with college regulations.

## **Smoking**

Smoking is NOT Allowed on campus or in buildings on campus.

## **REPORT SAFETY HAZARDS**

If you observe an unsafe practice or potential safety hazard, please report it immediately to College police at 574.4517