

STUDENT POLICY

PURPOSE:

Baylor University considers fire safety extremely important. Students have an obligation to adhere to university regulations as well as city and state statutes.

SCOPE:

The following are Baylor University policies and procedures for matters involving fire safety.

RESPONSIBILITY:

1. Students should know the location of all fire extinguishers in their area.
2. Students should know the location and route for their first and second means of egress.
3. Students should keep fire doors closed.

A. Fire Alarm Evacuation

If a student suspects a fire or if the alarm sounds:

1. **Feel the doorknob** or higher on the door with the back of your hand. If it feels hot, do not open it-the fire may be on the other side of the door. If it is not hot, open slowly.

If trapped on upper floors put a wet cloth under closed door to help prevent the spread of smoke. If a phone is accessible dial 2222 (BUDPS). Give the dispatcher the following: Facility, room number, and that you are trapped in the room and need to be rescued. Stay on the phone until the fire department arrives.

2. **Hang from the window** by your hands and drop to the ground to shorten the height of the fall if you must escape through an upper-story window and there is no adjoining roof or fire escape. If you must break a window to crawl out, use a chair, a drawer, or a similar object. Throw a blanket over the windowsill to help protect you from broken glass while crawling out.
3. **If the hallway is clear of smoke**, walk to the nearest fire exit and evacuate the building. Close the door behind you. Leave the fire fighting to the professionals.
4. **Pull the fire alarm** on your way out of the building if the alarm horn is not already sounding.
5. **Do not attempt to extinguish a fire** unless you are trained to do so.
6. **Do not return inside the building until instructed.**

Any individual who fails to evacuate a building after a fire alarm has sounded will be subject to appropriate disciplinary action.

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B. False Fire Alarm Sanctions

1. Every effort will be made to identify the individual(s) who causes a false alarm. When such persons are identified, they will be referred to the Associate Dean for Judicial and Legal Student Services for disciplinary action.
2. Criminal charges may also be filed for violation of the Texas Penal Code Section 42.06 False Alarm or Report

C. Misuse of Fire Safety Equipment (Other Than Fire Alarms)

Any individual who misuses or tampers with any fire safety equipment (other than fire alarms) will be subject to appropriate disciplinary action and will be charged the cost of repair or replacement of misused or damaged equipment, cleaning of the facility, and damage to other property.

D. Setting a Fire (Arson)

Any individual who sets a fire (commits arson) in or near a university building is subject to immediate suspension from the University, will be charged a fine of \$500, and may be charged for repairing any damage caused by the fire. In addition to being subject to university penalties, any student who starts a fire, damages or tampers with the evacuation alarm, or misuses fire safety equipment also may be subject to prosecution in criminal court for violating the Texas Penal Code Section 28.02 Arson.