

Reminders	Scenario	Instructions & Explanations	
<p>➔ Read the Purpose section on reverse side</p> <p> Safety Warning see Hazards table on reverse side</p> <p> Pre-Checks See reverse side</p> <p> Post-Checks See reverse side</p> <p>i₁₋₃ See Special Notes table on reverse side</p> <p><input type="checkbox"/> 1-4 Picture/info on right</p> <p> 1-2 Picture/info on reverse side</p> <p> Additional Persons required, see reverse side</p> <p> See Tools & Materials table on reverse side</p>	<p>1 In building during fire alarm (not the source of fire)</p> <p>i₁ ➔ </p> <p><input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3</p> <p> 1 ✓</p> <hr/> <p>2 In building during fire alarm (source of fire – unsafe to control)</p> <p>i₁₋₃ </p> <p><input type="checkbox"/> 2 <input type="checkbox"/> 3 ✓</p> <hr/> <p>3 In building fire (incipient stage)</p> <p>i₁₋₃ </p>	<p>1.1 When alarm sounds safely and quickly evacuate the students from the classroom. Assist any person with special needs or disability in the evacuation process.</p> <p>1.2 Call 911 if needed</p> <p>1.3 Take roll sheet or device with attendance on it</p> <p>1.4 Turn off lights and close classroom door after all students have evacuated the classroom.</p> <p>1.5 Assist students to designated safe area.</p> <p>1.6 Once students are in safe area take roll to account for any missing or extra students in your group. Report any missing students to administration.</p> <p>1.7 While taking roll ensure no students are in need of medical attention.</p> <p>1.8 Do not allow any person(s) to re-enter the room until it has been cleared for re-entry by administration or someone appointed by administration.</p> <hr/> <p>2.1 Evacuate all students from the class. If there are any injured students remove them immediately to a safe area. Assist any person with special needs or disability in the evacuation process. Upon evacuation of class, if classroom is equipped with a fire alarm pull station, pull to sound the alarm only if it is safe to do so.</p> <p>2.2 Call 911</p> <p>2.3 Call administration to inform them of incident</p> <p>2.4 Call the nurse’s station and have him/her come to the injured student to give medical evaluation and first aid if needed.</p> <p>2.5 Safely and quickly evacuate all students to safe muster area.</p> <p>2.6 Care for the injured victim(s) if necessary</p> <p>2.7 Do not allow any person(s) to re-enter the room until it has been cleared for re-entry by administration or someone appointed by administration.</p> <hr/> <p>3.1 Assess and secure the scene</p> <p>3.2 Evacuate classroom if threat or danger is present. Assist any person with special needs or disability in the evacuation process.</p> <p>3.3 If available, use fire extinguisher to safely extinguish small fire.</p> <p>3.4 Call or email administration and inform them of the incident.</p> <p>3.5 If at any time the fire cannot be controlled evacuate all students from the room and activate the fire alarm procedure by pulling the nearest pull station.</p> <p>3.6 Do not allow any person(s) to re-enter the room until it has been cleared for re-entry by administration or someone appointed by administration.</p>	<p><input type="checkbox"/> 1.4 Fire Alarm Pull Station</p> <div data-bbox="1209 352 1453 682" data-label="Image"> </div> <hr/> <p><input type="checkbox"/> Incipient Stage</p> <p>Incipient Stage</p> <ul style="list-style-type: none"> • Fire has not yet influenced environment to a significant extent • Temperature only slightly above ambient, concentration of products of combustion low <div data-bbox="1388 865 1502 1029" data-label="Image"> </div> <p><small>Courtesy of NIST (Continued)</small></p> <p><small>Firefighter I 3-59</small> </p> <hr/> <p><input type="checkbox"/> Incipient Fire Fighting</p> <div data-bbox="1209 1186 1429 1354" data-label="Image"> </div> <p>To operate an extinguisher: <small>(Use your pass instruction card)</small></p> <p>Pull Aim Squeeze Sweep</p> <div data-bbox="1209 1386 1518 1564" data-label="Image"> </div>



→ Purpose

To equip our classrooms with a guideline tool to use in the event a fire alarm activation is necessary.

👤 People (required or to be notified)

- School Site Nurse
- School Principal
- School Vice Principal (where applicable)
- Parent or Guardian (to be contacted by administration)
- CUSD Superintendent (to be contacted by administration)

✓ Pre-Checks (before starting this procedure)

- Secure the scene. Ensure scene is safe for you to enter

🔧 Tools & Materials

Quantity & Description	Scenario
<input type="checkbox"/> First Aid Kit	1-3
<input type="checkbox"/> Fire Extinguisher	3

i Special Notes

i₁ California Health and Safety Code Section 1799.102 says, “No person who in good faith, and not for compensation, renders emergency medical or nonmedical care at the scene of an emergency shall be liable for any civil damages resulting from any act or omission.”

i₂ Use extreme caution when approaching a downed or non-responsive person. Look over the area to ensure there are no hazards that can cause harm to you, the victim, or others.

- i₃** National Fire Prevention Agency (NFPA)
- a. Incipient Stage: Refers to the severity of a fire where the progression is in the early stage and has not developed beyond that which can be extinguished using portable fire extinguishers or hand-lines flowing up to 473 L/min (125 gmp)
 - b. Incipient Fire Fighting: Fire fighting performed inside or outside of an enclosed structure or building when the fire has not progressed beyond incipient stage.

#1 CUSD Contact List

- Bret Harte:**
Office – (559) 992-8881
Principal – Elizabeth Mendoza (ext. – 2222)
- John C. Fremont:**
Office – (559) 992-8883
Principal – Ed Ochoa (ext. – 3223)
- Mark Twain:**
Office – (559) 992-8882
Principal – Mike Anderson (ext. – 4223)
- John Muir:**
Office – (559) 992-8886
Principal – Dave Whitmore (ext. – 5106)
- Corcoran High School**
Office – (559) 992-8884
Principal – Antonia Stone (ext. – 6205)
- Kings Lake**
Office – (559) 992-8885
Principal – Keith Airheart (ext. – 7012)
- District Office:** (559) 992-8888

#2 School Nurse Contact List

- CUSD Nurses List**
- Annex:** Kerri York (Head Nurse) – (559) 246-7447
- Bret Harte:** Stephanie Grimmus – (559) 801-4151
- John C. Fremont:** Shelby Eidson – (559) 901-3589
- Mark Twain:** Ana Alcantar – (559) 772-2472
- John Muir:** Lorraine Renteria – (559) 836-1248
- Corcoran High School:** Jennifer Garcia (559) 936-9616 & (559) 469-2783
- Counselor/Health Services:** Maria Sanchez – (559) 936-1669

Adventist Medical Center
115 Mall Dr. Hanford, CA 93230
(559) 582-9000

✓ Post-Checks (after finishing this procedure)

- If classroom evacuation was necessary ensure you can account for all evacuated students once help arrives for relief.
- Prepare a report detailing the time line of events leading up to and including the incident. Also document post incident efforts and suggested preventative measures to avoid future incidents.

📄 Reference Documents/ Sources

- California Health & Safety Code; 1799.102 (Good Samaritan Law)
- California Education Code; Section 32280-32289 (Comprehensive Safety Plan)
- National Fire Prevention Agency (Glossary of Terms; Incipient Stage, Incipient Fire Fighting)



FIRE

POG-002

CUSD Universal