



Granite School District
2500 South State Street
Salt Lake City, Utah 84115-3110

801-646-5000
FAX 801-646-4128
www.graniteschools.org

October 10, 1995

ADMINISTRATIVE MEMORANDUM NUMBER EIGHT
REPORTING OF ALL FIRES TO THE FIRE DEPARTMENT AND THE
GRANITE SCHOOL DISTRICT POLICE DEPARTMENT

The Uniform Fire Code, Section 11.301 (a) states, "In the event a fire occurs on any property, the owner or occupant shall immediately report such fire to the fire department." Section 3.101 and 102 of the Uniform Fire Code makes reporting a fire mandatory, with the penalty of a misdemeanor charge in the event some one fails to do so.

All fires that occur in schools or district office buildings or on district property, regardless of the size or circumstances, must be reported to the fire department and then to the Granite School District Police Department.

PRECAUTIONS TO AVOID FIRE HAZARDS

School principals are urged to instruct staff members (particularly custodians) to make certain that panic hardware is not locked. The purpose of panic hardware on school building doors is obvious to all. The value of panic hardware is totally nullified when chains and other locking devices are used to keep doors closed.

The Life Safety Code of 1976, which was adopted pursuant to statutory authority and is still binding on school districts, sets the requirement for fire drills. Eight drills per year are the minimum required in all grades through twelve. At least one of the drills should be an earthquake drill. The fire drills should be held and fire safety instruction emphasized in all classrooms. Exit lights should be maintained. Fire extinguishers should be inspected frequently, and care should be taken that exits are properly cleared and in readiness for quick evacuation of school buildings.

Flammable liquids stored in school buildings is another cause of concern. Ideally, outside storage sheds should be provided for flammable liquids. Lacking this facility at some schools, it is recommended that staff members make a special survey to eliminate the hazards of flammable liquid storage. Power lawn mowers and other equipment should have gasoline and other flammable liquids totally drained before being placed in storage for the winter.

Other measures, not specifically mentioned in this memorandum, should also be considered. Some school buildings will have unique features that require special care in planning for life safety in case of fire. Every school plant in the Granite system should receive the special consideration of the principal and staff.

Please give thoughtful cooperation and provide the leadership necessary to assure that prudent measures are taken to avoid fire safety hazards and that all fires are reported.

/s/

Loren G. Burton
Superintendent