

2018 ANNUAL



**STUDENT HOUSING
FIRE SAFETY REPORT**



**WEATHERFORD
COLLEGE**
1869
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CAMPUS FIRE SAFETY REPORT

This fire safety report contains fire safety policies and procedures related to on-campus student housing and statistics for fires that occurred in that facility.

Fire Safety Education and Training

- Fire Safety education and training are covered by the Director of Housing utilizing members of the Weatherford College Police Department (WCPD).
- Regular (monthly) Health and Safety inspections are conducted by the Resident Assistants (RAs) with the instruction and guidance of the Director of Housing.
- The RAs are trained in all fire safety procedures and act as an ongoing resource for students living in Coyote Village.
- RAs have an emergency gathering location during fire drills and evacuations in order to assure their presence, safety, and to assist in the evacuation process.
- RAs take an active role in the fire drill process and evacuation procedures.

Fire Drills

- Each semester, the Director of Housing and the WCPD coordinates a fire and evacuation drill within the Community Center and all four (4) buildings of Coyote Village. Individuals learn the locations of each exit and the evacuation process. Individuals are not notified in advance in order to maintain the accuracy of preparedness for an actual event or threat.
- The purpose of the fire and evacuation drills is to: 1) prepare building occupants for an organized evacuation in case of fire or other emergency; 2) provide College officials and the WCPD with an opportunity to test the operation of the fire alarm system components.
- Evacuation drills are conducted and monitored by the Director of Housing and the WCPD to evaluate egress and behavioral patterns. A report documenting each drill is prepared by the Director of Housing, listing the specific date and timeline of the drill and any issues or deficient equipment that might have been identified.

Procedures

- If a fire occurs, individuals are instructed to sound the building fire alarm by pulling the red alarm pull box, and if possible, call the WCPD on call number at 817-771-3535. This will initiate the notification procedure for contacting the appropriate personnel.
- Once a fire alarm has been sounded, individuals should evacuate immediately, in an orderly fashion, using the nearest stairwell. Even if the alarm stops, individuals should continue the evacuation.
- Individuals should evacuate to a distance of at least 500 feet from the building and out of the way of emergency personnel. Individuals are specifically instructed to go to the far back portion of the Coyote Village parking lot or to the far side of the Couets Hall parking lot to assure a safe distance.
- If possible, abled persons should assist disabled persons in exiting the building. Disabled persons who cannot use the stairs should wait in the stairwell until WCPD, Weatherford PD, or fire fighters arrive. Individuals should notify the proper officials (as listed above) of

the location of any disabled persons remaining in the building or if they suspect that someone may be trapped inside.

- Individuals should not return to the building until instructed to do so by WCPD, Weatherford Public Safety Officers, Firefighters, or the Director of Housing.

Reporting That a Fire Has Occurred

Individuals are instructed to first call 9-1-1 and/or WCPD to alert them to the emergency. All emergency contacts and numbers are listed in the Coyote Village Guide to Community Living as well as posted within the facility. This includes both the WCPD on call number (817-771-3535) and the RA On Call number (817-771-1089).

Smoking

Smoking is strictly prohibited within the apartments, hallways, and under any roofing or awnings at Coyote Village. Individuals are only permitted to smoke in designated areas outside of and not within 25 feet of the building entrances and exits. The use or presence of “vapor” electronic cigarettes is also prohibited.

Portable Electrical Appliances and Open Flames

The policies regarding portable electrical appliances, smoking, and open flames are published within The Coyote Village Community Living Guide.

To ensure the safety of student residential facilities, the following items are prohibited:

- Open flames, candles (lit or unlit), incense, oil lamps, halogen lamps.
- Combustible engines and materials, including grills and petroleum products.
- Decorations made of flammable materials (including live Christmas trees and wreaths).
- Prohibited electrical appliances include: refrigerators larger than 5.6 cubic feet, additional microwaves (other than the one that is provided), hibachi grills, camping stoves, cooking appliances with an open heating element, and personal appliances drawing more than 400 watts.
- Fireworks, explosives, flammable chemicals/materials or pyrotechnics of any nature are strictly prohibited.
- Extension cords that are not UL approved.

Fire Safety Improvements

- The College assesses and upgrades fire safety equipment to ensure that all equipment meets the National Fire Safety standards. The College continues to evaluate and improve smoke/heat detection systems, as necessary, to meet life safety requirements and protect College assets.
- All inspections of fire safety equipment and smoke/heat detection systems takes place annually, traditionally between May and July of each year.

- If there is a need for any improvement or upgrades, recommendations are made and improvements occur as soon as possible.

Fire Statistic Disclosure

Definitions:

- **Fire:** Any instance of open flame or other burning in a place not intended to contain the burning or in an uncontrolled manner.
- **Unintentional Fire:** A fire that does not involve an intentional human act to ignite or spread fire into an area where the fire should not be.
- **Intentional Fire:** A fire that is ignited, or that results from a deliberate action, in circumstances where the person knows there should not be a fire.
- **Undetermined Fire:** A fire in which the cause cannot be determined.
- **Fire-related Injury:** Any instance in which a person is injured as a result of a fire, including an injury sustained from a natural or accidental cause, while involved in fire control, attempting rescue, or escaping from the dangers of the fire.
- **Fire-related Death:** Any instance in which a person (i) is killed as a result of a fire, including death resulting from a natural or accidental cause while involved in fire control, attempting rescue, or escaping from the dangers or a fire or (ii) dies within one year of injuries sustained as a result of the fire.
- **Value of Property Damage:** The estimated value of the loss of the structure and contents, in terms of the cost of replacement in like kind and quantity.

FIRE STATISTICS FOR ON-CAMPUS STUDENT HOUSING FACILITY					
Street Address: Coyote Village 401 College Park Drive, Weatherford, TX 76086					
Year	# of Fires	Cause of Fire	# of Injuries (requiring medical treatment)	# of Deaths Related to a Fire	Property damage value
2018					
2017	0	0	0	0	\$0
2016	0	0	0	0	\$0
2015	0	0	0	0	\$0

Fire Safety System

FIRE SAFETY SYSTEM—STUDENT HOUSING FACILITY (COYOTE VILLAGE)					
Specific Building/Area of Coyote Village	Sprinklers	Detectors (in each common area)	Detectors in Individual Rooms	Strobes	Riser Room With Fire Pump
Community Center	Yes	Yes	Yes	Yes	Yes
Building 2	Yes	Yes	Yes	ADA Only	Yes
Building 3A	Yes	Yes	Yes	ADA Only	Yes
Building 3B	Yes	Yes	Yes	ADA Only	Yes
Building 4	Yes	Yes	Yes	ADA Only	Yes

