



Annual Fire Safety Report 2019

October 1, 2019

<https://www.wccc.me.edu/about-wccc/news-info/consumer-info/>

Fire Safety Report and Prohibited Conduct

Fire alarm pull stations are located throughout the hallways in all buildings on campus. These alarms are connected to the local fire department. Upon the ringing of the fire alarm (an uninterrupted, loud buzzer), the building will be evacuated immediately in an orderly manner utilizing one of the exits located on the map. Each classroom, office, lab, shop area, and main corridor has a map with primary routes of exit. It is your responsibility to know these exits and alternative exits in case the primary exits are blocked by heavy smoke, or fire. Once outside the building proceed to the designated rally point for your location. Conduct a head count, for your class and/or office, to make sure that no one remained inside. Report any missing persons to **(207) 454-1099**, when safe to do so. Each building has a designated rally point for evacuation which can be found in each classroom, office, or shop.

If you see visible flames or smoke, or you're notified of such—Remain Calm.

1. Activate the nearest fire alarm pull station.
2. Close all doors and turn off lights as you leave.
3. Exit in an orderly fashion (walk) with no more than two people side-by-side. Do not run to exit building.
4. Do not jam or crowd exits.
5. Use stairwells for evacuation. Do not use the elevator for fire evacuations. If you cannot exit the building via a door, exit via a window, if safe, or call **911** and inform them of your location.
6. Persons with physical disabilities or those who are unable to navigate stairs should notify the nearest person and go to designated stairwell; if safe. Call **911** and let them know your location and that you cannot exit the building.
7. Should you become caught in heavy smoke, crouch down below smoke levels, take short breaths through your nose and crawl to the stairwell.
8. DO NOT re-enter the building until the fire department indicates it is safe.
9. Do not attempt to fight the fire unless it appears to be containable and you are trained in the use of an appropriate portable fire extinguisher. When using a fire extinguisher, remember the acronym **PASS: Pull, Aim, Squeeze & Sweep**.

Call the WCCC Emergency line at **1099** from a campus phone or **(207) 454-1099** from an off-campus phone, when safe to do so.

Fire Safety Equipment

At WCCC each of our residence halls has a fire suppression system, fire rated doors, an audible and visual alarm system, and is fully sprinkled. The fire alarm system is tested annually. In addition to the fire safety systems, every residence hall has fire extinguishers.

Fire Alarm: All alarms should be treated as an emergency.

Students are required to read and understand all fire evacuation procedures located on the back of their residence hall room door. In the event of a fire alarm, you should assume there is a fire and exit the building by the shortest route, as quickly as possible. You **MUST** remain outside the building and away from entrance eaves until the re-entry signal is given by Residential Education, or the Calais Fire Department. In all cases, the Calais Fire Department will be summoned to campus to inspect the residence hall. They will be assisted by the residential staff, which is trained in this area. Please note, residents are not allowed to return to the building once exited.

If you believe a resident is trapped in the building, please provide their name and location immediately to 911 or the professional staff member. **DO NOT REENTER the BUILDING!** Students are encouraged to contact their parents to let them know they are safe. The fire equipment provided in the residence halls (alarms, smoke and heat detectors, and extinguishers) is provided for use in emergency situations. Tampering with this equipment is a very serious matter and will lead to campus disciplinary action and possible legal action. Strict disciplinary action will be taken if a student is found in violation

of fire safety regulations. In addition, any student who interferes or disobeys a local fire department official when in the building is subject to legal action. In each residence hall room there is a map for evacuation and a sticker with emergency numbers. These items should not be removed from the door or vandalized. If these items are tampered with, it will lead to campus disciplinary sanctions.

Prohibited Fire Activates: The Student Code of Conduct prohibits “conduct that disregards the welfare, health or safety of the College community, which includes, but is not limited to: 1) assault, harassment or intimidation; 2) *false reports of fire or other dangerous conditions*; 3) *unauthorized use or possession of weapons, explosive components or chemicals, including fireworks, firearms, explosives, gas or compressed air*; 4) disturbing authorized activities or the peaceful operation of the College; 5) use, possession, sale or distribution of alcoholic beverages or drugs as prohibited by law or College policy; 6) being under the influence or knowingly in the presence of drugs or alcohol while on College property or at College related events; 7) *action prohibited by health or safety regulations*; 8) *creation of a fire hazard or other dangerous condition*; 9) restriction of vehicular or pedestrian traffic flow into or out of College property or facilities; 10) action that produces mental or physical discomfort, embarrassment, harassment or ridicule to any member of the College community; 11) intentionally placing a person or persons in reasonable fear of physical harm; 12) lewd or indecent behavior; 13) *tampering with fire or safety equipment*; 14) parking violations; 15) disobeying the lawful order of College personnel; and/ or 16) *any other conduct that threatens or endangers the health or safety of one’s self or others*.”

All members of the WCCC community are encouraged to report any known residence hall fire circumstances to Facilities (Ext. 1067 or (207) 454-1067), any Resident Director or Resident Assistant or a member of the Dean of Enrollment Management and Student Services at (207) 454-1000.

Supervised Fire Drills and Training: Supervised fire drills are conducted for each residence hall by WCCC staff. All residential professional staff receive fire safety and emergency action plan training and are responsible for covering these policies and procedures with residents during the opening community meetings.

Residence Hall Fire Statistics

WCCC takes all evidence of fires and burn marks very seriously. Each and every time a fire or burn markings are reported to Facilities an investigation is done. For purposes of compliance with the Higher Education Opportunity Act of 2008 the University is instructed to report every incident which meets the following definition of a fire.

For the purpose of fire safety reporting a *fire* is “*any instance of open flame or other burnings in a place not intended to contain the burning or in an uncontrolled manner.*” The following statistics represent the total number of fires, the cause of each fire for each residence hall. Separately each and every reported fire is individually explained at the end with the following information: Cause of the Fire, Number of Deaths related to the Fire, Number of Injuries that required Treatment at a Medical Facility, and Value of Property damage related to the Fire.

2019 Campus Safety and Security Survey

Institution: Washington County Community College (161581) - Main Campus (001)

User ID: C1615811

Fires - On-campus Student Housing Facilities

Enter the name, address and number of fires for each On-campus Student Housing Facility. After you click "Save," you will see an "Enter Data" button across from each facility that has 1 or more fires. For each of these facilities, click "Enter Data" to complete the fire statistics for that facility.
 If you use the button below to add a facility, or if you use the "Delete" link to delete a facility, you must return to the Screening Questions to revise the number of On-campus Student Housing Facilities.

Housing Facilities				
	Name of Facility	Street Address	2018	
			Number of Fires	Status
1	<input type="text" value="Upper Residence Hall"/>	<input type="text" value="One College Drive, Calais, Maine 04619"/>	<input type="text" value="0"/> VIEW	Updated
2	<input type="text" value="Lower Residence Hall"/>	<input type="text" value="One College Drive, Calais, Maine 04619"/>	<input type="text" value="0"/> VIEW	Updated
Total			0	

2019 Campus Safety and Security Survey

Institution: Main Campus (161581001)

User ID: C1615811

Fires - Summary

Summary of Fires									
Name of Facility	2016			2017			2018		
	Fires	Injuries	Deaths	Fires	Injuries	Deaths	Fires	Injuries	Deaths
Upper Residence Hall	0	0	0	0	0	0	0	0	0
Lower Residence Hall	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0	0

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