

# BUILDING AND FIRE SAFETY IN SCHOOLS/SCHOOL TYPE FACILITIES



SELECTED OHIO LAWS AND CODES  
FROM THE MOST CURRENT OHIO FIRE CODE 2011

SELECTED OHIO LAWS AND CODES AFFECTING BUILDING AND FIRE SAFETY IN SCHOOLS  
Compiled by the Norwich Township Fire Department

This information has been selected to assist schools and school type facilities with avoiding or correcting common code violations. This document is a tool to increase compliance and safety of students, staff, faculty and visitors to their respective buildings/facilities. If you have any question regarding this document please feel free to contact the Norwich Township Fire Department, Fire Prevention Bureau at 614-876-3331

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**ORC 2909.02 Arson, aggravated**

- (A) No person, by means of fire or explosion, shall knowingly do any of the following:
- (1) Create a substantial risk of serious physical harm to any person;
  - (2) Cause physical harm to any occupied structure;
  - (3) Create, through the offer or acceptance of an agreement for hire or other consideration, a substantial risk of physical harm to any occupied structure.
- (B)(1) Whoever violates this section is guilty of aggravated arson.
- (2) A violation of division (A) (1) or (3) of this section is a felony of the first degree.
  - (3) A violation of division (A) (2) of this section is a felony of the second degree.

Effective: July 1, 1996

**ORC 2909.03 Crime of arson**

- (A) No person, by means of fire or explosion, shall knowingly do any of the following:
- (1) Cause, or create a substantial risk of, physical harm to any property of another without the other person's consent;
  - (2) Cause, or create a substantial risk of, physical harm to any property of the offender or another, with purpose to defraud;
  - (3) Cause, or create a substantial risk of, physical harm to the statehouse or a courthouse, school building, or other building or structure that is owned or controlled by the state, any political subdivision, or any department, agency, or instrumentality of the state or a political subdivision, and that is used for public purposes;
  - (4) Cause, or create a substantial risk of, physical harm, through the offer or the acceptance of an agreement for hire or other consideration, to any property of another without the other person's consent or to any property of the offender or another with purpose to defraud;
  - (5) Cause, or create a substantial risk of, physical harm to any park, preserve, wildlands, brush-covered land, cut-over land, forest, timberland, greenlands, woods, or similar real property that is owned or controlled by another person, the state, or a political subdivision without the consent of the other person, the state, or the political subdivision;
  - (6) With purpose to defraud, cause, or create a substantial risk of, physical harm to any park, preserve, wildlands, brush-covered land, cut-over land, forest, timberland, greenlands, woods, or similar real property that is owned or controlled by the offender, another person, the state, or a political subdivision.
- (B)(1) Whoever violates this section is guilty of arson.
- (2) A violation of division (A)(1) of this section is one of the following:
    - (a) Except as otherwise provided in division (B)(2)(b) of this section, a misdemeanor of the first degree;
    - (b) If the value of the property or the amount of the physical harm involved is one thousand dollars or more, a felony of the fourth degree.
  - (3) A violation of division (A)(2), (3), (5), or (6) of this section is a felony of the fourth degree.
  - (4) A violation of division (A)(4) of this section is a felony of the third degree.

Amended by 129th General Assembly File No. 29, HB 86, § 1, eff. 9/30/2011.

Effective Date: 07-01-1996

## **ORC 2909.04 Disruption of public services**

(A) No person, purposely by any means or knowingly by damaging or tampering with any property, shall do any of the following:

(1) Interrupt or impair television, radio, telephone, telegraph, or other mass communications service; police, fire, or other public service communications; radar, loran, radio, or other electronic aids to air or marine navigation or communications; or amateur or citizens band radio communications being used for public service or emergency communications;

(2) Interrupt or impair public transportation, including without limitation school bus transportation, or water supply, gas, power, or other utility service to the public;

(3) Substantially impair the ability of law enforcement officers, firefighters, rescue personnel, emergency medical services personnel, or emergency facility personnel to respond to an emergency or to protect and preserve any person or property from serious physical harm.

(B) No person shall knowingly use any computer, computer system, computer network, telecommunications device, or other electronic device or system or the internet so as to disrupt, interrupt, or impair the functions of any police, fire, educational, commercial, or governmental operations.

(C) Whoever violates this section is guilty of disrupting public services, a felony of the fourth degree.

(D) As used in this section:

(1) "Emergency medical services personnel" has the same meaning as in section [2133.21](#) of the Revised Code.

(2) "Emergency facility personnel" means any of the following:

(a) Any of the following individuals who perform services in the ordinary course of their professions in an emergency facility:

(i) Physicians authorized under Chapter 4731. of the Revised Code to practice medicine and surgery or osteopathic medicine and surgery;

(ii) Registered nurses and licensed practical nurses licensed under Chapter 4723. of the Revised Code;

(iii) Physician assistants authorized to practice under Chapter 4730. of the Revised Code;

(iv) Health care workers;

(v) Clerical staffs.

(b) Any individual who is a security officer performing security services in an emergency facility;

(c) Any individual who is present in an emergency facility, who was summoned to the facility by an individual identified in division (D)(2)(a) or (b) of this section.

(3) "Emergency facility" means a hospital emergency department or any other facility that provides emergency medical services.

(4) "Hospital" has the same meaning as in section [3727.01](#) of the Revised Code.

(5) "Health care worker" means an individual, other than an individual specified in division (D)(2)(a), (b), or (c) of this section, who provides medical or other health-related care or treatment in an emergency facility, including medical technicians, medical assistants, orderlies, aides, or individuals acting in similar capacities.

Effective Date: 01-25-2002; 09-23-2004

## **ORC 2917.31 Inducing Panic**

(A) No person shall cause the evacuation of any public place, or otherwise cause serious public inconvenience or alarm, by doing any of the following:

- (1) Initiating or circulating a report or warning of an alleged or impending fire, explosion, crime, or other catastrophe, knowing that such report or warning is false;
- (2) Threatening to commit any offense of violence;
- (3) Committing any offense, with reckless disregard of the likelihood that its commission will cause serious public inconvenience or alarm.

(B) Division (A)(1) of this section does not apply to any person conducting an authorized fire or emergency drill.

(C)(1) Whoever violates this section is guilty of inducing panic.

(2) Except as otherwise provided in division (C)(3), (4), (5), (6), (7), or (8) of this section, inducing panic is a misdemeanor of the first degree.

(3) Except as otherwise provided in division (C)(4), (5), (6), (7), or (8) of this section, if a violation of this section results in physical harm to any person, inducing panic is a felony of the fourth degree.

(4) Except as otherwise provided in division (C)(5), (6), (7), or (8) of this section, if a violation of this section results in economic harm, the penalty shall be determined as follows:

(a) If the violation results in economic harm of one thousand dollars or more but less than seven thousand five hundred dollars and if division (C)(3) of this section does not apply, inducing panic is a felony of the fifth degree.

(b) If the violation results in economic harm of seven thousand five hundred dollars or more but less than one hundred fifty thousand dollars, inducing panic is a felony of the fourth degree.

(c) If the violation results in economic harm of one hundred fifty thousand dollars or more, inducing panic is a felony of the third degree.

(5) If the public place involved in a violation of division (A)(1) of this section is a school or an institution of higher education, inducing panic is a felony of the second degree.

(6) If the violation pertains to a purported, threatened, or actual use of a weapon of mass destruction, and except as otherwise provided in division (C)(5), (7), or (8) of this section, inducing panic is a felony of the fourth degree.

(7) If the violation pertains to a purported, threatened, or actual use of a weapon of mass destruction, and except as otherwise provided in division (C)(5) of this section, if a violation of this section results in physical harm to any person, inducing panic is a felony of the third degree.

(8) If the violation pertains to a purported, threatened, or actual use of a weapon of mass destruction, and except as otherwise provided in division (C)(5) of this section, if a violation of this section results in economic harm of one hundred thousand dollars or more, inducing panic is a felony of the third degree.

(D)(1) It is not a defense to a charge under this section that pertains to a purported or threatened use of a weapon of mass destruction that the offender did not possess or have the ability to use a weapon of mass destruction or that what was represented to be a weapon of mass destruction was not a weapon of mass destruction.

(2) Any act that is a violation of this section and any other section of the Revised Code may be prosecuted under this section, the other section, or both sections.

(E) As used in this section:

(1) "Economic harm" means any of the following:

(a) All direct, incidental, and consequential pecuniary harm suffered by a victim as a result of criminal conduct. "Economic harm" as described in this division includes, but is not limited to, all of the following:

(i) All wages, salaries, or other compensation lost as a result of the criminal conduct;

(ii) The cost of all wages, salaries, or other compensation paid to employees for time those employees

are prevented from working as a result of the criminal conduct;

(iii) The overhead costs incurred for the time that a business is shut down as a result of the criminal conduct;

(iv) The loss of value to tangible or intangible property that was damaged as a result of the criminal conduct.

(b) All costs incurred by the state or any political subdivision as a result of, or in making any response to, the criminal conduct that constituted the violation of this section or section 2917.32 of the Revised Code, including, but not limited to, all costs so incurred by any law enforcement officers, firefighters, rescue personnel, or emergency medical services personnel of the state or the political subdivision.

(2) "School" means any school operated by a board of education or any school for which the state board of education prescribes minimum standards under section 3301.07 of the Revised Code, whether or not any instruction, extracurricular activities, or training provided by the school is being conducted at the time a violation of this section is committed.

(3) "Weapon of mass destruction" means any of the following:

(a) Any weapon that is designed or intended to cause death or serious physical harm through the release, dissemination, or impact of toxic or poisonous chemicals, or their precursors;

(b) Any weapon involving a disease organism or biological agent;

(c) Any weapon that is designed to release radiation or radioactivity at a level dangerous to human life;

(d) Any of the following, except to the extent that the item or device in question is expressly excepted from the definition of "destructive device" pursuant to 18 U.S.C. 921(a)(4) and regulations issued under that section:

(i) Any explosive, incendiary, or poison gas bomb, grenade, rocket having a propellant charge of more than four ounces, missile having an explosive or incendiary charge of more than one-quarter ounce, mine, or similar device;

(ii) Any combination of parts either designed or intended for use in converting any item or device into any item or device described in division (E)(3)(d)(i) of this section and from which an item or device described in that division may be readily assembled.

(4) "Biological agent" has the same meaning as in section 2917.33 of the Revised Code.

(5) "Emergency medical services personnel" has the same meaning as in section 2133.21 of the Revised Code.

(6) "Institution of higher education" means any of the following:

(a) A state university or college as defined in division (A)(1) of section 3345.12 of the Revised Code, community college, state community college, university branch, or technical college;

(b) A private, nonprofit college, university or other post-secondary institution located in this state that possesses a certificate of authorization issued by the Ohio board of regents pursuant to Chapter 1713. of the Revised Code;

(c) A post-secondary institution with a certificate of registration issued by the state board of career colleges and schools under Chapter 3332. of the Revised Code.

Amended by 129th General Assembly File No. 29, HB 86, § 1, eff. 9/30/2011.

Effective Date: 09-27-2002; 2007 HB142 03-24-2008

### **ORC 2917.32 Making false alarms**

(A) No person shall do any of the following:

(1) Initiate or circulate a report or warning of an alleged or impending fire, explosion, crime, or other catastrophe, knowing that the report or warning is false and likely to cause public inconvenience or alarm;

(2) Knowingly cause a false alarm of fire or other emergency to be transmitted to or within any organization, public or private, for dealing with emergencies involving a risk of physical harm to persons or property;

(3) Report to any law enforcement agency an alleged offense or other incident within its concern, knowing that such offense did not occur.

(B) This section does not apply to any person conducting an authorized fire or emergency drill.

(C)(1) Whoever violates this section is guilty of making false alarms.

(2) Except as otherwise provided in division (C)(3), (4), (5), or (6) of this section, making false alarms is a misdemeanor of the first degree.

(3) Except as otherwise provided in division (C)(4) of this section, if a violation of this section results in economic harm of one thousand dollars or more but less than seven thousand five hundred dollars, making false alarms is a felony of the fifth degree.

(4) If a violation of this section pertains to a purported, threatened, or actual use of a weapon of mass destruction, making false alarms is a felony of the third degree.

(5) If a violation of this section results in economic harm of seven thousand five hundred dollars or more but less than one hundred fifty thousand dollars and if division (C)(4) of this section does not apply, making false alarms is a felony of the fourth degree.

(6) If a violation of this section results in economic harm of one hundred fifty thousand dollars or more, making false alarms is a felony of the third degree.

(D)(1) It is not a defense to a charge under this section that pertains to a purported or threatened use of a weapon of mass destruction that the offender did not possess or have the ability to use a weapon of mass destruction or that what was represented to be a weapon of mass destruction was not a weapon of mass destruction.

(2) Any act that is a violation of this section and any other section of the Revised Code may be prosecuted under this section, the other section, or both sections.

(E) As used in this section, "economic harm" and "weapon of mass destruction" have the same meanings as in section 2917.31 of the Revised Code.

Amended by 129th General Assembly File No. 29, HB 86, § 1, eff. 9/30/2011.

Effective Date: 09-27-2002

### **ORC 3737.23 Fire records**

The fire marshal shall keep in his office a record of all fires occurring in the state, the origin of such fires, and all facts, statistics, and circumstance relating thereto which have been determined by investigations. Except for the testimony given upon an investigations, such record shall be a public record and such portions thereof, as the Superintendent of Insurance considers necessary, shall be transcribed and forwarded to the superintendent within fifteen days from the first day of January each year.

Effective: July 1, 1979

**ORC 3737.24 Major fires, investigation of**

The fire marshal and the chief of the fire department of each municipal corporation in which a fire department is established, the chief of the fire department in each township in which a fire department is established, the chief of the fire department of a joint fire district, or the fire prevention officer in each township or village where no fire department is established, shall investigate the cause, origin, and circumstances of each major fire, as determined by the rules of the fire marshal, occurring in such municipal corporation, joint fire district, or township by which property has been destroyed or damaged, and shall make an investigation to determine whether the fire was the result of carelessness or design. The investigation shall be commenced within two days, not including Sunday, if the fire occurred on that day. The marshal may superintend the investigation.

An officer making an investigation of a fire occurring in a municipal corporation, joint fire district, or township shall forthwith notify the marshal, and within one week of the occurrence of the fire shall furnish him a written statement of all facts relating to its cause and origin and such other information as is required by forms provided by the marshal.

In the performance of the duties imposed by Chapter 3737 of the Revised Code, the marshal and each of his subordinates, and any other officers mentioned in this section, at any time of day or night, may enter upon and examine any building or premises where a fire has occurred, and other buildings and premises adjoining or near thereto.

Effective: September 17, 1986

**ORC 3737.63 Discovery of unfriendly fire, must report (includes unfriendly fires that are out)**

(A) The owner, operator, or lessee, an employee of any owner, operator, or lessee, an occupant, and any person in direct control of any building regulated under the Ohio building code, upon the discovery of any unfriendly fire, or upon receiving information that there is an unfriendly fire on the premise, shall immediately, and with all reasonable dispatch and diligence, call or otherwise notify the fire department concerning the fire, and shall spread an alarm immediately to all occupants of the building.

(B) For the purposes of this section, “unfriendly fire” means a fire of destructive nature as distinguished from a controlled fire intended for a beneficial purpose.

(C) No person shall fail to comply with this section.

Effective: July 1, 1979

**(4) F-703.1: Maintenance (Fire Doors):** The required fire-resistance rating of fire-resistance-rated construction (including walls, firestops, shaft enclosures, partitions, smoke barriers, fire-resistive coatings and sprayed fire-resistant materials applied to structural members and fire-resistant joint systems) shall be maintained. Such elements shall be visually inspected by the owner annually and properly repaired, restored or replaced when damaged, altered, breached or penetrated. Where concealed, such elements shall not be required to be visually inspected by the owner unless the concealed space is accessible by the removal or movement of a panel, access door, ceiling tile or similar movable entry to the space. Openings made therein for the passage of pipes, electrical conduit, wires, ducts, air transfer openings and holes made for any reason shall be protected with approved methods capable of resisting the passage of smoke and fire. Openings through fire-resistance-rated assemblies shall be protected by self- or automatic-closing doors of approved construction meeting the fire protection requirements for the assembly.

**F-703.2: Opening Protection:** Opening protectives shall be maintained in an operative condition in accordance with NFPA 80 *as listed in rule 1301:7-7-47 of the Administrative Code*. Fire doors and smoke barrier doors shall not be blocked or obstructed or otherwise made inoperable. Fusible links shall be replaced promptly whenever fused or damaged. Fire door assemblies shall not be modified. Door stops, wedges and other unapproved hold-open devices shall be prohibited. Any fusible link painted, corroded, damaged or loaded with foreign materials shall be replaced.

**F-703.2.2: Hold-open devices:** Self-closing and automatic-closing devices shall be approved. Where it is desired to keep the doors open, an automatic-closing device actuated by automatic fire detectors shall be provided in accordance with the building code listed in rule 1301:7-7-44 of the Administrative Code.

**F-703.2.3: Door operation:** Swinging fire doors shall close from the full-open position and shall latch automatically. The door closure shall exert enough force to close and latch the door from any partially open position.

**F-703.4 Testing:** Horizontal or vertical sliding and rolling fire doors shall be inspected and tested at least annually by the owner to check for proper operation and full closure. Resetting of the release mechanism shall be done in accordance with the manufacturer's written instructions. A written record of the results of the inspection and testing shall be maintained and made available to the code official.

**NFPA 10-7.2 Inspection.**

**10-7.2.1\*** It shall be the duty of principals and teachers to inspect all exit facilities daily in order to make sure that all stairways, doors, and other exits are in proper condition.

**10-7.2.2** Open-plan buildings shall require extra surveillance to ensure that exit paths are maintained clear of obstruction and are obvious.

**Storage in Rooms**

**F-315.2.1 Clearance to Storage.**

Storage shall be maintained 2 feet or more below the ceiling in nonsprinklered areas of buildings or a minimum of 18 inches below sprinkler head deflectors in sprinkled areas of buildings

**(F) SECTION F-807 Decorative Material other than Decorative Vegetation in New and Existing Buildings**

**(1) FM-807.1 GENERAL:** In occupancies of Group A, E, I and R-1 and in dormitories in Group R-2, curtains, draperies, hangings and other decorative materials suspended from walls or ceilings shall meet the flame propagation performance criteria of NFPA 701 *as listed in rule 1301:7-7-45 of the Administrative Code* in accordance with *paragraph (F) (2) (806.2) of this rule* or be noncombustible

**(2) 807.2 Acceptance criteria and reports.** Where required to be flame resistant, decorative materials shall be tested by an approved agency and meet the flame propagation performance criteria of NFPA 701 *as listed in rule 1301:7-7-45 of the Administrative Code*. Or such materials shall be noncombustible. Reports of test results shall be prepared in accordance with NFPA 701 *as listed in rule 1301:7-7-45 of the Administrative Code* and furnished to the fire code official upon request.

(i) **FM-807.4.2.1 Foamed plastics:** Exposed foam plastic material and unprotected materials containing foam plastic used for decorative purposes or stage scenery of exhibit booths shall have a maximum heat release rate of 100kW when tested in accordance with UL 1975 *as listed in rule 1301:7-7-45 of the Administrative Code*. In Group A

(c) **807.4.3.1 Group E. Storage in corridors and lobbies.** Clothing and personal effects shall not be stored in corridors and lobbies.

**Exceptions:**

1. Corridors protected by an approved automatic sprinkler system installed in accordance with *paragraph (c) (3) (a) (I) (903.3.1.1) of rule 1301:7-7-09 of the Administrative Code*.
2. Corridors protected by an approved smoke detection system installed in accordance with *paragraph (G) (907) of rule 1301:7-7-09 of the Administrative Code*.
3. Storage in metal lockers provided the minimum required egress width is maintained.

(ii) **807.4.3.2 Artwork.** Artwork and teaching materials shall be limited on the walls of corridors to not more than 20 per cent of the wall area

**(4) FM-605.4 Multiplug adaptors:** Multiplug adaptors, such as cube adaptors, unfused plug strips or any other device not complying with the building code and NFPA 70 as listed in rule 1301:7-7-45 of the Administrative Code, shall be prohibited.

**(5) F-605.5 Extension cords:** Extension cords and flexible cords shall not be a substitute for permanent wiring. Extension cords and flexible cords shall not be affixed to structures; extended through walls, ceilings or floors, or under doors or floor coverings; nor shall such cords be subject to environmental damage or physical impact. Extension cords shall be used only with portable appliances.

**F-901.6.2 Records:** Records of all system inspections, test, and maintenance required by the referenced standards shall be maintained on the premises for a minimum of 3 years *unless otherwise provided for by law or regulation* and made available to the fire code official upon request.

## **(B) SECTION FM-702.0 ASSEMBLY OCCUPANCIES**

**(1) 406.1 General:** Employees of assembly occupancies shall be trained in the fire emergency procedures described in their fire evacuation and fire safety plans. Training shall be based on these plans and as described in *paragraph (D) (3) (404.3) of this rule*.

**(2) 408.2.1 Seating plan:** The fire safety and evacuation plans for assembly occupancies shall include the information required by *paragraph (D) (3) (404.3) of this rule* and a detailed seating plan, occupant load, and occupant load limit. Deviation from the approved plan shall be allowed provided the occupant load limit for the occupancy is not exceeded and the aisles and exits access ways remain unobstructed.

**(3) 408.2.2 Announcements:** In theaters, motion picture theaters, auditoriums and other similar assembly occupancies where there are noncontinuous programs, an audible announcement shall be made not more than ten minutes prior to the start of each program to notify occupants of the location of the exits to be utilized in case of a fire or other emergency.

**(4) 406.3.3 Fire extinguisher training:** Employees shall be trained in fire prevention, evacuation and fire safety in accordance with *paragraph (F) (3) (a) (406.3.1) to (F) (3) (c) (406.3.3) of this rule*.

## **(C) SECTION FM-703.0 EDUCATIONAL OCCUPANCIES**

### ***Fire Drills***

**(1) 405.1.1** A principal or person in charge of a public or private school or educational institution having an average daily attendance of twenty or more pupils, shall instruct and train such children by means of drills or rapid dismissal at least nine times during the school year at the times and frequency prescribed in this rule, so that such children in a sudden emergency may leave the building in the shortest possible time without confusion in compliance with Section 3737.73 of the Ohio Revised Code and this rule.

**(2) 405.2 Frequency/405.5 Records:** SEE ENCLOSED SHEETS (Record of Emergency Evacuation Drills) page 16- can be obtained on-line

### **ORC 3737.73 Fire drills and tornado drills, educational occupancies**

(A) No principal or person in charge of a public or private school or educational institution having an average daily attendance of twenty or more pupils, and no person in charge of any children's home or orphanage housing twenty or more minor persons, shall willfully neglect to instruct and train such children by means of drills or rapid dismissals, so that such children in a sudden emergency may leave the building in the shortest possible time without confusion. The principal or person in charge of a school or educational institution shall conduct drills or rapid dismissals at least nine times during the school year, which shall be at the times and frequency prescribed in rules adopted by the fire marshal. However, no drill or rapid dismissal under this division need be conducted in any month that a school safety drill required under division (D) of this section is conducted as long as a total of nine drills or rapid dismissals under this division are conducted in the school year. The principal or person in charge of a children's home or orphanage shall conduct drills or rapid dismissals at least once each month while the home is in operation. In the case of schools, no principal or person in charge of a school shall willfully neglect to keep the doors and exits of such building unlocked during school hours. The fire marshal may order the immediate installation of necessary fire gongs or signals in such schools, institutions, or children's homes and enforce this division and divisions (B) and (C)(3) of this section.

(B) In conjunction with the drills or rapid dismissals required by division (A) of this section, principals or persons in charge of public or private primary and secondary schools, or educational institutions, shall instruct pupils in safety precautions to be taken in case of a tornado alert or warning. Such principals or persons in charge of such schools or institutions shall designate, in accordance with standards prescribed by the fire marshal, appropriate locations to be used to shelter pupils in case of a tornado, tornado alert, or warning.

(C)(1) The fire marshal or the fire marshal's designee shall annually inspect each school, institution, home, or orphanage subject to division (A) of this section to determine compliance with that division, and each school or institution subject to division (B) of this section to ascertain whether the locations comply with the standards prescribed under that division. Nothing in this section shall require a school or institution to construct or improve a facility or location for use as a shelter area.

(2) The fire marshal or the fire marshal's designee shall issue a warning to any person found in violation of division (A) or (B) of this section. The warning shall indicate the specific violation and a date by which such violation shall be corrected.

(3) No person shall fail to correct violations by the date indicated on a warning issued under division (C)(2) of this section.

(D)(1) On or before April 1, 2007, and on or before each first day of December thereafter, the principal or person in charge of each public or private school or educational institution shall conduct a school safety drill to provide pupils with instruction in the procedures to follow in situations where pupils must be secured in the school building, such as a threat to the school involving an act of terrorism; a person possessing a deadly weapon or dangerous ordnance, as defined in section 2923.11 of the Revised Code, on school property; or other act of violence.

(2)(a) The principal or person in charge of each public or private school or educational institution shall provide to the police chief or other similar chief law enforcement officer of the municipal corporation, township, or township or joint police district in which the school or institution is located, or, in absence of any such person, the county sheriff of the county in which the school or institution is located advance written notice of each school safety drill required under division (D)(1) of this section and shall keep a written record of the date and time of each drill conducted. The advance notice shall be provided not later than seventy-two hours prior to the date the drill will be conducted and shall include the date and time the drill will be conducted and the address of the school or educational institution. The notice shall be provided by mail, facsimile, or electronic submission.

(b) Not later than April 5, 2007, and not later than the fifth day of December each year thereafter, the principal or person in charge of each public or private school or educational institution shall provide written certification by mail of the date and time each school safety drill required under division (D)(1) of this section was conducted to the police chief or other similar chief law enforcement officer of the municipal corporation, township, or township or joint police district in which the school or institution is located, or, in the absence of any such person, the county sheriff of the county in which the school or institution is located. If such certification is not provided, the principal or person in charge of the school or institution shall be considered to have failed to conduct the drill and shall be subject to division (D)(4) of this section.

(3) The principal or person in charge of each public or private school or educational institution shall hold annual training sessions for employees of the school or institution regarding the conduct of school safety drills.

(4) The police chief or other similar chief law enforcement officer of a municipal corporation, township, or township or joint police district, or, in the absence of any such person, the county sheriff shall issue a warning to any person found in violation of division (D)(1) of this section. Each warning issued for a violation of division (D)(1) of this section shall require the principal or person in charge of the school or institution to correct the violation by conducting the school safety drill not later than the thirtieth day after the date the warning is issued. The violation shall not be considered corrected unless, not later than forty days after the date the warning is issued, the principal or person in charge of the school or institution provides written certification of the date and time the drill was conducted to the police chief or other similar chief law enforcement officer or county sheriff who issued the warning.

(5) No person shall fail to correct violations by the date indicated on a warning issued under division (D)(4) of this section.

Amended by 129th General Assembly File No. 28, HB 153, § 101.01, eff. 9/29/2011.

**404.1 General** The development of emergency plans and the training and conducting of fire exit drills shall comply with this rule.

**405.5 Information:** Written reports submitted to the code official pertaining to fire exit drills shall contain the following information, as applicable where fire drills are required by rule 1301:7-7-07 of the Administrative Code:

- (a) Time of drill;
- (b) Date of drill;
- (c) Weather conditions when occupants were evacuated;
- (d) Number of occupants evacuated;
- (e) Total time for evacuations; and
- (f) Other information relevant to the drill.

**SUBJECT: Fire Drill Procedures in Norwich Township**

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Have someone call our fire dispatcher at 614-766-1112. Tell the dispatcher their name, the name of the school and the address of the school having the fire drill.

Have someone pull the fire alarm. They should use a different pull station each fire drill and record the location on the fire drill form.

When the alarm sounds 911 should be called by the assigned person(s). The person(s) assigned to call 911 in the event of an actual fire should be the one to complete this task (This person(s) may or may not be aware this is a drill). When calling 911 they should give their name, the name of the school and the address of the school (This is done because the 911 computer screen the dispatchers have may not display the address of the school). They should also tell the dispatcher that the fire alarm is going off.

The number of people evacuating the building should be reported to the assigned person to make sure everyone is out of the building. This information and the time it took to evacuate the building should be recorded on the fire drill form.

After the drill is completed someone should call 614-766-1112 and tell the fire dispatcher the drill is completed. The caller should state their name, the name of the school and the address of the school.

This procedure should be followed by all schools in Norwich Township, Brown Township and the City of Hilliard.

## Section 503 Fire Apparatus Access Roads

(a) **503.1.1 Buildings and facilities.** Approved fire apparatus access roads shall be provided for every facility, building or portion of a building hereafter constructed or moved into or within the jurisdiction *which are not readily accessible from a public and/or private street*. The fire apparatus access road shall comply with the requirements of this *paragraph* and shall extend to within 150 feet of all portions of the facility and all portions of the exterior walls of the first story of the building as measured by an approved route around the exterior of the building or facility.

(a) **503.2.1 Dimensions.** Fire apparatus access roads shall have an unobstructed width of not less than 20 feet, except for approved security gates in accordance with *paragraph (C)(6)(503.6) of this rule*, and an unobstructed vertical clearance of not less than 13 feet 6 inches.

(c) **503.2.3 Surface.** Fire apparatus roads shall be designed and maintained to support the imposed loads of fire apparatus and shall be surfaced so as to provide all-weather driving capabilities.

(3) **Markings.** Where required by the fire code official, approved signs or other approved notices shall be provided for fire apparatus access roads to identify such roads or prohibit the obstruction thereof. Signs or notices shall be maintained in a clean and legible condition at all times and be replaced or repaired when necessary to provide adequate visibility.

(4) **Obstructions of fire apparatus roads.** Fire apparatus access roads shall not be obstructed in any manner, including the parking of vehicles. The minimum widths and clearances established in *paragraph (c)(2)(a)(503.2.1) of this rule* shall be maintained at all times.

**605.7 Appliances.** Electrical appliances and fixtures shall be tested and listed in published reports of inspected electrical equipment by an approved agency and installed and maintained in accordance with all instructions included as part of such listing (listed = UL listed) (appliances = refrigerators, microwaves, coffee makers)

**Concession Areas:** Typical violation consist of ; extension cords, gas cylinders not being secured, non UL appliances, blocking pull stations and/or fire extinguishers

## **FIRE ALARM TESTING SCHEDULE**

**WATER FLOW DEVICES** Every 3 (three) months the water flow switch shall be tested by actually flowing water and documented. Flow water using the inspector's test connection and verify receipt of signal by the fire alarm control panel.

**PULL STATIONS** Every 6 (six) months each pull station shall be tested and documented. Pull alarm and verify receipt of signal by the fire alarm control panel.

**CHEMICAL EXTINGUISHING SYSTEM** Every 6 (six) months the alarm shall be tested and documented. Mechanically or electrically operate the switch and verify receipt of signal by the fire alarm control panel.

**SMOKE DETECTORS** Every 12 (twelve) months each smoke detector shall be tested and documented. Activate detector using magnetic test switch and verify receipt of signal by the fire alarm control panel.

**AUDIBLE &/or VISUAL ALERTING DEVICES** Every 12 (twelve) months each alerting device shall be tested and documented. Put system into alarm and measure sound level of each audible device and observe visual devices for operation.

**FIRE ALARM CONTROL PANEL** Every 12 (twelve) months all functions of the panel shall be tested and documented. Verify operation of panel lights, trouble signals and battery.

**HEAT DETECTORS (nonrestorable)** Every 12 (twelve) months measure loop resistance and record. Every 15 (fifteen) years replace.

**HEAT DETECTORS (restorable)** Every 12 (twelve) months each restorable heat detector shall be tested and documented. Testing shall be in accordance with manufacturer's instructions.

**DUCT DETECTORS** Every 12 (twelve) months each duct detector shall be tested and documented. Testing shall be in accordance with manufacturer's instructions.



## SPRINKLER SYSTEM INSPECTION AND TESTING SCHEDULE

### **ALL INSPECTIONS AND TESTS SHALL BE DOCUMENTED AND KEPT ON SITE**

#### **GAUGES**

Dry, pre-action deluge system: Every week the gauges shall be inspected to ensure that normal air and water pressures are being maintained. Where air pressure supervision is connected to a constantly attended location, gauges shall be inspected monthly.

Wet pipe systems: Every month the gauges shall be inspected to ensure that normal water supply pressure is being maintained.

Every 5 (five) years all gauges shall be tested and/or replaced.

#### **CONTROL VALVES**

Every week the control valves shall be inspected. If the valves are locked or supervised in accordance with applicable NFPA standards they shall be inspected monthly. After any alterations or repairs, an inspection shall be made by the owner to ensure that the system is in service and all valves are in the normal position and properly sealed, locked or electrically supervised.

#### **ALARM DEVICES**

Every 3 (three) months the alarm shall be inspected to ensure it is free from physical damage.

Every 3 (three) months water flow alarm devices including, but not limited to, mechanical water motor gongs, vane-type water flow devices, and pressure switches that provide audible or visual signals shall be tested.

#### **SPRINKLER HEADS**

Every 12 (twelve) months sprinkler heads shall be inspected from the floor level.

Sprinkler heads shall be tested after being in service for 50 (fifty) years and every 10 (ten) years thereafter. Sprinkler heads manufactured prior to 1920 shall be replaced.

#### **SPRINKLER HEADS**

Fast response sprinkler heads shall be tested after being in service for 20 (twenty) years and every 10 (ten) years thereafter.

Extra high temp. sprinkler heads shall be tested every 5 (five) years.

#### **MAIN DRAIN**

Every 3 (three) months the main drain at each riser shall be tested to determine if there has been a change in the water supply piping and control valves.

#### **FIRE PUMPS**

Every week the electric motor-driven and diesel engine-driven pump assemblies shall be tested without flowing water. Electric motor-driven pumps shall run a minimum of 10 (ten) minutes. Diesel engine-driven pumps shall run a minimum of 30 (thirty) minutes.

Every 12 (twelve) months the pumps shall be tested per NFPA 25 section 5-3.3.



## **NFPA 10 7.2 Inspection.**

### ***Fire Extinguishers***

#### **7.2.1 Frequency.**

**7.2.1.1** Fire extinguishers shall be inspected when initially placed in service

**7.2.2** Fire extinguishers shall be inspected manually or by means of electronic monitoring device/system at a minimum of 30 day intervals.

**7.2.3** Fire extinguishers shall be inspected at more frequent intervals when circumstances require.

**7.2.2\* Procedures.** Periodic inspection of fire extinguishers shall include a check of at least the following items:

- (1) Location in designated place
- (2) No obstruction to access or visibility
- (3) Pressure gauge reading or indicator in operatable range or position
- (4) Fullness determined by weight or hefting for self-expelling-type extinguishers, cartridge-operated extinguishers, pump-tanks
- (5) Condition of tires, wheels, carriage, hose, and nozzle checked for wheeled units.
- (6) Indicator for nonrechargeable extinguishers using push-to-test indicators

#### **NFPA 10 7.2.4 Inspection Record keeping.**

**7.2.4.1** Personnel making manual inspections shall keep records of all fire extinguishers inspected, including those found to require corrective action.

**7.2.4.3** At least monthly where manual inspections are conducted, the date the manual inspection was performed and the initials of the person performing the inspection shall be recorded.

