Fire Safety Tip Sheet

Fire Safety Prevention:

✓ Prepare yourself and Know your surroundings
✓ Know where your exits are located
✓ Count how many doors lead to the exit stair
✓ Know where your designated area is outside
✓ Tell someone if you cannot use stairs and you will need to “shelter in place” prior to an emergency
✓ Do not use Candles (open flames) or incense
✓ Do not Cook in rooms that are not designed as a cooking area.
✓ Do not smoke, including vaping.
✓ Do not use Halogen Lamps.
✓ Do not use of electrical strips for the mini fridge, microwave or small appliances. Plug directly into an outlet.
✓ Do not overload an electrical outlet
✓ Do not block, or disable any fire safety equipment (smoke detectors or sprinklers)
✓ Do not use tapestry on the ceiling that will block the use of fire suppression/detection equipment

Fire alarm Response:

✓ When you hear a fire alarm, feel the back of the door for heat, if the door feels cool, leave the room or “Shelter in Place”
✓ LEAVE your area immediately, do not ignore the alarm
✓ Identify the closest exit stairwell to you, and activate the pull station by pulling down on the handle your way out
✓ Go directly outside, to your designed location & stay there until you’re give an all clear by the authority in charge.
✓ Never re-enter the building without an “All Clear”
✓ If you are not able to leave your room, or the door feels warm, “Shelter in Place”
  ➢ Place a towel or clothing under the door, and put a piece of clothing at the window to indicate you’re in a “Shelter in Place” area.
  ➢ Call 911 and notify the operator you are in a “Shelter in Place” area.