

# Aspiranet

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## ~ November 2024 ~ Monthly Regulation Topic

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### Fire Drill & Safety Procedures

#### **Fire Drills**

Aspiranet policy requires that all resource homes conduct **fire drills** twice a year in **November and May**. Use the following guidelines for conducting fire drills in your home:

- Explain to all children in your home what to do in case of a fire OR if the smoke detector or carbon monoxide detector alarms.
- Discuss **and** practice using different **escape routes** from different rooms within your home. This is imperative to the drill and helps everyone know how to leave the home quickly if there is a fire!
- It is also essential that everyone is aware of the **one** identified meeting area outside of the home (most often the front of the home).
- Whenever possible, have a practice drill during the day and another at night.
- Have children practice opening and unlocking doors and windows.
- For multi-story homes or apartments above the ground floor, there must be an alternate escape route, other than the stairs. A throw out ladder or collapsible ladder meets the second exit requirement. Such ladders must be in a designated location and installed/used per manufacturer requirements.
  - Although some homes may provide a rooftop that would be safe to use during an emergency, do not practice using the alternate escape route onto rooftops during fire drills. Discussing these emergency escape plans is adequate.
- In preparing your family in the event of a fire, use the **R.A.C.E.** acronym to teach all family members how to quickly respond to a fire emergency:

#### **Rescue**

In the event of a fire, immediately stop what you're doing and have everyone exit to a safe area.

Immediately assist any child who is not able to readily exit on their own (infants & young children, children with disabilities, etc.).

Get out as safely and quickly as possible. The less exposure to smoke, heat, flames, and poisonous gases, the safer everyone will be.

#### **Alarm**

Once everyone is safely evacuated, call 911 to report the location and current extent of the fire.

If in a public building, prior to evacuating, activate the nearest fire alarm pull stations.

#### **Contain**

Close all doors and windows that you can safely reach to contain the fire.

During evacuation close the doors behind you.

#### **Extinguish**

Only attempt to extinguish a fire if the fire is small, not spreading, and the room is not filled with smoke.

## **Using Fire Extinguishers**

When using a fire extinguisher, start with your back to the exit. Make sure you can safely exit without the fire blocking your escape.

Retrieve the nearest fire extinguisher and stand 6 -8 feet away from the fire.  
Follow the “**P.A.S.S.**” procedure:

**Pull** the pin breaking the plastic seal – to activate lever

**Aim** at the base of the fire – at the source of the fuel

**Squeeze** the handles together – to release the fire extinguishing agent

**Sweep** from side to side – to cover the fire and fuel area

## **Smoke and Carbon Monoxide Detectors**

- Be sure to have functioning smoke and carbon monoxide detectors on every floor of your home and in hallway of sleeping areas.
- Once a month check whether each alarm in the home is working properly by pushing the test button.
- Replace batteries in alarms at least once a year. Immediately install a new battery if an alarm chirps, warning the battery is low.
- Never disable smoke or carbon monoxide alarms.
- Carbon monoxide alarms are not substitutes for smoke alarms. Know the difference between the sound of smoke alarms and carbon monoxide alarms. Teach children what each type of alarm sounds like and what to do when they hear one.

## **Teach Children Fire Safety**

Fires move fast, and they impair vision and breathing with thick, black smoke. Teach children to get low and crawl if necessary, to avoid the toxic smoke that rises in a fire.

Remind children of the following essential tips for safely escaping a fire:

1. Get out quickly & stay out!
2. Immediately go to the family meeting place
3. Call 911 from a neighbor’s house
4. Wait at meeting place for fire department to arrive

If clothing catches fire: “**Stop, Drop, & Roll**”

1. **Stop & Drop** immediately to the ground
2. Place your hands over your face for protection
3. **Roll** back & forth or over & over to put out the flames
4. Seek immediate medical attention for burns.

## **Report to Aspiranet**

Remember to immediately report to Aspiranet any fire or other event that renders your home unsafe or requires evacuation. Be sure to use the On Call procedure for after hours and weekends.

Please sign and return this page to your Aspiranet Social Worker for training credit.

My signature below indicates that I have completed the November 2024 "Fire Drill & Safety Procedures" training **and have conducted a fire drill with my family.**

**Date of Fire Drill:** \_\_\_\_\_

\_\_\_\_\_  
*Signature Resource Parent #1*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Print Name Resource Parent #1*

\_\_\_\_\_  
*Signature Resource Parent #2*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Print Name Resource Parent #2*

\_\_\_\_\_  
*Aspiranet Authorized Signature*

\_\_\_\_\_  
*Date*

Training credit: \_\_\_\_\_ minutes